The Logo for Tisbury Parish Council

Minutes of Annual Parish Council Meeting

**Held at 7pm on Tuesday 3rd May 2022**

The Reading Room, High Street, TISBURY, SP3 6LD

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### Questions or Statements – none.

**MINUTES (responsibility\*)**

1. **ELECTION OF CHAIRMAN** – Simon Davison was elected unanimously by those present; **FC/JM**

**Councillor Davison then signed the Declaration of Office as Chairman \*Clerk**

1. **Those present:**

Parish Councillors S. Davison (Chairman), R.A. Beattie, R. Buck, F. Corp, E. Coyle-Camp, N. Errington (also as a Wiltshire Councillor), V. Hillier (from 7:15pm), J. Mason, G. Murray - 9.

Also in attendance: 1 West Tisbury Councillor from the Neighbourhood Plan Amendments Group; attending virtually; up to 8 members of the public; S. Harry (Clerk).

Apologies: Councillors unanimously accepted the apologies of J. Phillips due to illness.

1. **Register of Interests** - Councillor R. Buck declared an interest in Nadder Community Energy as a Director. Councillors J. Murray and N. Errington declared interests as members of Nadder Community Land Trust.
2. **ELECTION OF VICE-CHAIRMAN** – Gerry Murray was elected unanimously by those present; **ECC/RB**
3. Minutes of the last Annual Parish Council Meeting on 18th May 2021

**Unanimously resolved.**

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1. **Appointments of Councillors with Special Responsibilities:**

Agreedpositions are detailed on the attached table.

1. **Appointment of Representatives to Non-Parish Council functions:**

Agreed positions are detailed on the attached table

1. **Appointment of Special Responsibility Volunteers:**

Agreed positions are detailed on the attached table.

1. **Annual Reviews**: (7:15pm)
2. Review of Financial Regulations – Councillors noted these regulations required a number of amendments following the Internal Audit Report and will be reviewed in June.
3. Review of Standing Orders – to be reviewed in June.
4. Review of Scheme of Delegation – to be reviewed in June along with the Financial Regulations
5. Review of Asset Register – Councillors noted the Asset Register was reviewed in March due to insurance requirements and no other changes were required.
6. Review of Risk Register – to be reviewed in July.

There being no other business, the meeting concluded at 7:20pm.

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| **Parish Councillor responsibilities** | Simon Davison | Gerry Murray | Richard Beattie | Rosie Buck | Felicity Corp | Elizabeth Coyle-Camp | Nick Errington | Victoria Hillier | Jerry Mason | Julie Phillips |
| Finance - 1 |  | X |  |  |  |  |  |  |  |  |
| Joint Burial Committee - 3 |  |  | X | X |  |  |  |  | X |  |
| Planning - all | X | X | X | X | X | X | X | X | X | X |
| Allotments - 1 |  |  |  |  |  | X |  |  |  |  |
| Amenity Maintenance – Village Warden |  |  |  |  |  |  |  |  |  |  |
| Play Area Inspections - Village Warden |  |  |  |  |  |  |  |  |  |  |
| Footpaths & By-ways - 1 |  |  |  |  |  | X |  |  |  |  |
| Risk analysis co-ordinator - 1 |  |  |  |  |  |  |  |  |  | X |
| Youth & Community - 1 | X |  |  |  |  |  |  |  |  |  |
| Transport & Traffic - 3 | X | X |  |  |  |  |  |  |  |  |
| Neighbourhood Planning - 1 | X | X |  |  |  |  |  |  |  |  |
| Environment Committee |  |  |  | X |  |  |  |  |  | X |
|  |  |  |  |  |  |  |  |  |  |  |
| **Appointment of Representatives to Non-Parish Council functions:**  These positions carry no responsibility unless elected to act as an Officer, e.g. Chairman, Vice-Chairman etc. | Simon Davison | Gerry Murray | Richard Beattie | Rosie Buck | Felicity Corp | Elizabeth Coyle-Camp | Nick Errington | Victoria Hillier | Jerry Mason | Julie Phillips |
| Alice Combes Trust \* - Debbie Carter |  |  |  |  |  |  |  |  |  |  |
| Lord Arundell of Wardour Trust\* - | X |  |  |  |  |  |  |  |  |  |
| SW Wiltshire Community Safety Partnership |  | X |  |  |  |  |  |  |  |  |
| TISBUS |  |  |  |  |  | X |  |  |  |  |
| Victoria Hall Committee |  |  |  |  |  | X |  |  |  |  |
| Nadder Centre |  |  | X |  | X |  | X |  |  |  |
| Nadder Community Land Trust |  | X |  |  |  |  |  |  |  |  |
| Tisbury Memory Group |  |  |  |  |  |  | X |  |  |  |
| Environmental Issues |  |  |  | X |  |  |  |  |  | X |
| Tisbury Neighbourhood Response Team |  |  |  |  |  | X |  |  |  |  |
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| |  |  | | --- | --- | | Trees Warden | Andrew Graham (volunteer) | | Community Emergencies | Village Warden | | Community Speed  Watch | Village Warden | |  |  | |  |  |  |
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