



## MINUTES

# ANNUAL GENERAL MEETING

**Tuesday 17<sup>th</sup> May 2022, at 6:30pm.**

**Dordon Village Hall, Browns Lane, Dordon.**

**Present:** Cllr Mr B.Melia (Chair), Cllr Mrs D.Watts, Cllr Mr S Ridley, Cllr Mrs D.Ridley, Cllr Mrs B.Garratt. Cllr Mr J Winter.

Cllr A Wright. WCC  
Locum Clerk: Mr D.Reilly.

**1/2022. Election of Chairperson**

The Clerk called for nominations to the role of Chair of Dordon Parish Council for the year 2022 – 2033. Only one nomination was received.

**Motion:** That Cllr Byron Melia be elected as chair of the parish council for the year 2022 to 2023.

Proposed: Cllr S.Ridley  
Seconded: Cllr D.Ridley.

**Resolution: Agreed.**

**2/2022. Apologies.** Cllr Mr P Morson. Cllr Mrs C Morson.

**3/2022. Declarations of interest.**

No interests were declared.

**4/2022. Public Participation.**

No members of the public were in attendance and no questions were received.

- 5/2022. Minutes of the 2021 Annual General Meeting.**
- The minutes of the 2021 Annual General Meeting were received and adopted.
- 6/2022. To receive the Chairman's Declaration of Acceptance of Office.**
- Cllr Melia read and signed the Acceptance of Office.
- 7/2022. Councillors to enter financial interests in Register of Members' Interests.**
- Councillors considered their interests and committed to updating their Members Register of Interests.
- 8/2022. Election of Vice – Chairperson.**
- Cllr Melia called for nominations to the role of Vice Chair of Dordon Parish Council for the year 2022 – 2033. Only one nomination was received.
- Motion:** That Cllr Donna Watts be elected as vice chair of the parish council for the year 2022 to 2023.
- Proposed: Cllr Melia.  
Seconded: Cllr D.Ridley.  
**Resolution: Agreed.**
- Cllr Watts read and signed the Acceptance of Office.
- 9/2022. To agree dates and venue for council meetings for the year 2022 – 2023.**
- The dates and venue for council meetings for the year 2022 – 2023 were agreed.
- 10/2022. To Appoint Committee Members and Review the Remit and Delegation of Functions to Committees.**
- Neighbourhood Planning Group: Cllr D Ridley, Cllr S Ridley, Cllr J Winter, Cllr D Watts, Cllr B Melia, Cllr B Garratt, and Mr Mark Dogget.
  - Employment Committee: Cllr B Melia, Cllr J Winter, Cllr D Watts.
- 11/2022. To appoint representatives to sit on outside bodies.**
- Dordon Patient Forum Group. Cllr John Winter.
  - Northern Area Forum of Parish Councils. Cllr
- 12/2022. To agree bank signatories.**
- Bank signatories were agreed to continue as: Cllr D Ridley, Cllr S Ridley, Cllr J Winter, Cllr D Watts, and Cllr B Melia.

- 13/2022. To receive a report on the capital assets and liabilities vested in the council:**
- a. A statement of finances on 31st March 2022 was received and agreed.
  - b. Assets owned by the Council. The clerk is to update council on the Assets it owns and manages at a future meeting.

**14/2022. To Review and readopt the Parish Council's Standing Orders, Financial Regulations and Risk Assessment.**

**Motion:** That Council readopt the Parish Council's Standing Orders, Financial Regulations and Risk Assessment.

Proposed: Cllr Melia.

Seconded: Cllr Winter.

**Resolution: Agreed.**