



Draft Minutes of Annual Parish Council Meeting 17th May 2022

Present: Cllr. Mr R Willoughby, Cllr. Mrs D Perrin, Cllr. Mr T Butterfield, Cllr. Mrs L Willighan, Cllr. Mrs J Meredith, Cllr. Mr R Gadd, P Rosthorn (Clerk)

Apologies: Cllr. Mr J Metcalfe

Election of Chairman

Cllr Willoughby: proposed by Cllr Butterfield, seconded by Cllr. Perrin and agreed by all

Election of Vice Chairman

Cllr Perrin: proposed by Cllr Butterfield, seconded by Cllr Willighan and agreed by all

Election of Responsible Officer

P A Rosthorn (clerk): Proposed by Cllr Willoughby, seconded by Cllr Perrin and agreed by all

Report of Outgoing Chairman

Cllr Willoughby circulated his report prior to the meeting. A Copy is attached for reference

To confirm the minutes of the Annual Meeting of the Council held 18th May 2021

Cllr Perrin proposed that these were correct. This was seconded by Cllr Willighan and agreed by all

To fix the Chairman's allowance in pursuance of section 15 (5) of the local government act 1972

This was fixed at £200.00 pa for the current budget year

To fix the remuneration of the Clerk and RFO in accordance with the National Agreement on pay of the National Joint Council

This was agreed at £4785 pa for the current budget year pending NJC pay agreement for the year being agreed

To appoint members to serve on the under mentioned Committees

- a) Finance: Cllr Willoughby
Cllr Perrin
Cllr Butterfield

The above were proposed by Cllr. Willoughby seconded by Cllr. Perrin and agreed by all

- b) Maintenance: Cllr Perrin
Cllr Gadd
Cllr Metcalfe

The above were proposed by Cllr Willoughby and seconded by Cllr Perrin and agreed by all

To appoint members with responsibility for the under mentioned posts

- a) Planning: All members of the Parish Council
- b) Grants: All members of the Parish Council
- c) Risk Assessment: Clerk and Cllr Willoughby
- d) Lengthsman: Cllr Metcalfe
- e) Village Hall: Cllr Perrin
- f) Playground: Cllr Gadd
- g) Website: Clerk and Cllr Willighan
- h) Spout Magazine Cllr Willighan and Cllr Meredith
- i) LBKV Cllr Perrin, Cllr Willighan and Cllr Meredith

All the above posts were proposed by Cllr Willoughby, seconded by Cllr Perrin and agreed by all

To appoint representatives to serve on the under mentioned bodies

- a) Area Committee: Cllr Willoughby and Cllr Perrin

The above posts were proposed by Cllr. Willoughby, seconded by Cllr. Perrin and agreed by all

To fix the times of the ordinary meetings of the Council for the coming year

These were fixed at the 3rd Tuesday of every month 7.00pm till 8.30pm

The above times were proposed by Cllr Willoughby, seconded by Cllr Perrin and agreed by all

The meeting concluded at 6.52pm