

**Parish Council of Bishop Wilton**

**Minutes to the Annual Meeting of Bishop Wilton Parish Council, held on**

**Thursday 18th May 2023 at 6.30pm in Bishop Wilton Village Hall**.

Present: Ingrid Haywood; Iain Rickatson; Paul Rigby; Ashlea North; Jo Denton; John Miles; Cllr R Sumpner and Sandra Morrison (Parish Clerk)

**286. Apologies** were received from S Berry, and P Warry. P Rigby arrived during the meeting at 6.45pm and I Rickatson and R Sumpner at 6.55pm**.**

**287.** In the absence of the outgoing chair, it was resolved that I Haywood chair the meeting**.**

**288**. Nominations for P Warry to take the Chair (from the next meeting) were proposed by I Haywood and seconded by J Miles. Resolved

**289.** P Warry had previously indicated that he would accept the role of chair if nominated, and he would sign his acceptanceof office in accordance with regulations as soon as he returned.

**290.** Members declaration of acceptance of office were received and signed by the clerk.

**291.** Cllr North nominated Cllr Haywood for the position of vice chair, seconded by Cllr Denton. Resolved

**6.45pm Cllr** Rigby joined the meeting with apologies.

**292.** Cllr Rigby signed his Declaration of acceptance of office and delivered his Chair’s report for 2022/2023, which is attached as an appendix to these minutes.

**293. Approval of delegation of committees and appointment of officers –**

**Personnel –** Cllr Haywood, Berry and North – chair of the committee to be elected at the first meeting.

**Playground -** vacant

**Flyers and advertising –** Cllrs Haywood and Miles

**Gritting -** Cllr Rigby and others as required

**Planning –** whole council

**6.55pm** I Rickatson and R Sumpner joined the meeting and duly signed their Declaration of Acceptance of Office**.**

Cllr Sumpner advised that he would be recording the meeting and may use the recording for sharing with third parties and not keep the information for his personal use.

**294. Councillors areas of responsibility and representation were agreed**

**School –** Cllr North

**Village Hall –** Cllr North

**Planning –** Full Council

**Highways –** none

**Notice Boards –** Cllr Denton (keys currently held by Cllr Sumpner and Cllr Rigby)

**Crime Liaison –** Cllr Rigby

**Footpaths and Bridleways –** Cllr Rickatson

**295**. Representatives of this Council at ERNLLCA district committee meetings were agreed as Cllrs Sumpner and Haywood**.**

**296.** The inventory of Land and Assets was reviewed and it was proposed by Cllr Haywood and seconded by Cllr Rigby that the value of the bus shelter be amended to a more realistic figure of £3,000. Resolved. It was proposed by Cllr Rickatson and seconded by Cllr Rigby that all other values be accepted as stated. Resolved

**297.** The insurance cover was reviewed and approved.

**298. The following governing documents were reviewed.**

* + 1. **Code of Conduct –** as presented no change
    2. **Publication Scheme –** as presented no change
    3. **Complaints Procedure and Guidance-** as presented no change
    4. **Finance Regulations –** to be amended at clauses 3 and 4

**Meeting closed 7.12pm**

**Signed as a true record**

**Chairman Date:**