



**MINUTES OF THE ANNUAL MEETING OF KENTS HILL & MONKSTON
PARISH COUNCIL, MONDAY 18TH MAY 2020 7.30PM**

Held virtually using MS Teams under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Present: Cllrs Nigel Cox (NC) - Chair, Jane Harrington (JH), Jenni Ferrans (JF), Taimyr Bounou-Pouaty (TBP), Vikas Chandra (VC), Dan Hippey (DH), Paul Grindley (PG), Glen Dersley (GD), Martin Rudd (MR)

Attending: Abi Bassett – Clerk/Responsible Financial Officer (RFO)

Also: Two (2) members of the public

1/2020	Decision required: Election of Chair Nigel Cox was nominated and seconded and accepted the nomination for Chair. There being no other nominations, it was RESOLVED to elect Nigel Cox as Chair of the Council for 2020-21.
2/2020	Decision required: Declaration of Acceptance of Office Council RESOLVED to defer the Chair's signing of the declaration of acceptance of office until a later meeting in accordance with Local Government Act 1972 s.83(4)(c).
3/2020	Decision Required: Election of Vice Chair Jane Harrington was nominated and seconded and accepted the nomination for Vice Chair. There being no other nominations, it was RESOLVED to elect Jane Harrington as Vice Chair of the Council for 2020-21
4/2020	Apologies: None. All members present. NOTED
5/2020	Declarations of interest: There were no declarations of interest made. NOTED
6/2020	Decision required: Minutes of previous meeting. Council RESOLVED to accept and approve as a true and correct record the draft minutes of the meeting held on Wednesday 15 th April 2020
7/2020	Decision required: Election of members to Human Resources Committee It was RESOLVED to elect the following members to the HR Committee: JH, JF, MR, DH, GD
8/2020	To adjourn the annual meeting of Council for an extraordinary meeting of the HR Committee Meeting adjourned.
9/2020	Extraordinary meeting of the HR Committee RESOLVED: a) To elect a Chair Jane Harrington was nominated and seconded and accepted the nomination. There being no other nominations, Jane Harrington was duly elected as Chair of the HR Committee for 2020-21 b) To elect a Vice Chair Martin Rudd was nominated and seconded and accepted the nomination of Vice Chair of the HR Committee. There being no other nominations, Martin Rudd was duly elected as Vice Chair of the HR Committee.
10/2020	To reconvene the annual meeting of Council. Meeting reconvened.
11/2020	Decision Required: Official Documents: Council RESOLVED to agree and adopt the following constitutional documents, policies and procedures for the 2020-21 Council year without amendment: a) Standing Orders 2020-21 b) Financial Regulations 2020-21 c) Code of Conduct 2020-21 d) HR Committee Terms of Reference 2020-21 e) Draft Investment Strategy 2020-21 f) Publication Scheme (ICO Model) 2020-21 g) Complaints Procedure 2020-21 h) Equality & Diversity Policy 2020-21 i) Allotment Terms & Conditions 2020-21 j) Grant Policy 2020-21 k) Draft Calendar of Meetings 2020-21

11/2020	<p>l) Financial Risk Assessment 2020-21 m) Communications Policy 2020-21 n) Disciplinary Procedure (NALC Model) 2020-21 o) Grievance Procedure (NALC Model) 2020-21</p>
12/2020	<p>Decision required: Membership to Outside Bodies It was RESOLVED to appoint the following members to the outside bodies below. Members will be expected to attend quarterly meetings and report back to Council, either verbally or in writing, following the meeting. a) Milton Keynes Association of Local Councils (MKALC) PG, JH. There is still space for one more representative from the Council. b) Parish Forum PG. There is still space for one more representative.</p>
13/2020	<p>Decision Required: Affiliations It was RESOLVED to agree with continuing affiliations with the following bodies a) National Assoc. of Local Councils (NALC) b) Bucks & Milton Keynes Assoc. of Local Councils (BMKALC) c) Milton Keynes Assoc. of Local Councils (MKALC) d) Society of Local Council Clerks (SLCC)</p>

Meeting closed at 7.50pm

Signed _____ (Chair) Date _____