

Present: Cllrs Barwick, Brown, Henderson, Munson, Scott

In the Chair: Cllr Smith

Clerk: Michelle Curtis

Also Present: District Councillor Thompson

1. Welcome

The Chairman welcomed everyone to the Meeting.

2. Election of Chairman

Cllr Scott nominated Cllr Smith to be Chairman of Tolleshunt D'Arcy Parish Council for the ensuing municipal year. Cllr Henderson seconded the nomination. This nomination was unanimously agreed. Cllr Smith was declared to be Chairman of Tolleshunt D'Arcy Parish Council for the ensuing municipal year.

The Chairman and the Proper Officer to sign the Declaration of Acceptance of Office as soon as possible

3. Election of Vice-Chairman

The Chairman nominated Cllr Barwick of Tolleshunt D'Arcy Parish Council for the ensuing municipal year. Cllr Brown seconded the nomination. The nomination was unanimously agreed. Cllr Barwick was declared to be Vice-Chairman for Tolleshunt D'Arcy Parish Council for the ensuing municipal year.

4. Apologies for Absence

There were no apologies for absences.

5. Declarations of Interest

There were no declarations of interest disclosed.

6. Representatives

Election of representatives for the forthcoming year:

- a) Member responsible for Highways and Public Rights of Way - Cllr Henderson
- b) Member responsible for Planning Matters & Trees – Cllr Scott
- c) Member responsible for Recreation Ground and Pavilion – Cllr Dorman
- d) Member responsible for Burial Ground – Cllr Brown
- e) Member responsible for Local Council Award Scheme – Cllr Barwick
- f) Member responsible for Road Safety Initiatives – Cllr Munson
- e) Personnel Committee – Cllrs Barwick, Henderson, Scott

7. County Councillor and District Councillors

There was no new information reported by Cllr Thompson.

8. Public Forum

There were no members of the public present.

9. Minutes

Minutes 27th April 2021

Resolved: that the Minutes of the Virtual Parish Council Meeting held on 27th April 2021 be approved as a true record of the Meeting. Unanimously agreed.

The Chairman to sign the Minutes as soon as possible.

10. Meeting Schedule

Resolved: to approve the 2021/22 Meeting Schedule. Unanimously agreed.

11. Policies and Procedures

11.1 Standing Orders

Councillors reviewed the Standing Orders. There were no changes.

11.2 Financial Regulations

Councillors reviewed the Financial Regulations. There were no changes.

11.3 Complaints and Compliments Procedure

Councillors reviewed the Compliments and Complaints Procedure. There were no changes.

12. Social Media & Email Policy

Councillors present agreed that they had read and understood the Social Media and Email Policy. Councillors will be requested to sign and confirm that they have read and understood the Social Media and Email Policy.

Action: Clerk to arrange for the relevant form to be signed.

Cllr Munson reported that he had some issues with his Parish Council email address.

Action: Clerk to look into further.

13. Bank Signatories

A review of the bank signatories was carried out.

Unity Trust Bank

Lyndsey Barwick (Authoriser)

Richard Scott (Authoriser)

Maggie Henderson (Authoriser)

Michelle Curtis (Submit Payments)

14. Date of the Next Meeting

The next Parish Council Meeting will be held on:

Tuesday 25th May 2021 - 7.30 pm – Tolleshunt D’Arcy Village Hall

The Chairman closed the Meeting at 6.47 pm.

Signed.....

Date:.....