

Kimbleworth & Plawsworth P a r i s h & C o u n c i l

Kimbleworth and Plawsworth Parish Council

Minutes of the Annual Parish Council Meeting of the Kimbleworth and Plawsworth Parish Council held in the Community Centre, Nettlesworth, DH2 3PN, on Thursday 15 May 2025 @ 6:25pm.

Present: Councillors – Bruce, Burnip, Inman (Chair to begin the meeting), and Jackson.

Also in attendance – John Kelly (Parish Clerk).

1. To elect a Chairman for the ensuing year and to receive the Chairman's declaration of acceptance of office:

Councillor Bruce nominated Councilor Jackson. No other nominations were received. Councillor Burnip seconded the nomination. The Council elected Councillor Jackson as Chair of Kimbleworth and Plawsworth Parish Council for 2025-26.

Resolved: *Councillor Jackson was elected as Chair of KPPC for the ensuing year and signed his declaration of acceptance.*

2. To elect a Vice-Chairman for the ensuing year:

Councillor Bruce nominated Councillor Rippon. No other nominations were received. Councillor Burnip seconded the nomination. The Council re-elected Councillor Rippon as Vice-Chairman of Kimbleworth and Plawsworth Parish Council for 2025-26.

Resolved: *Councillor Rippon was re-elected as Vice-Chairman of KPPC for the ensuing year.*

3. To receive apologies for absence – to note all apologies (to be given in writing to the Clerk prior to the meeting):

Councillors Rippon and Walker offered written apologies.

Resolved: *Apologies noted.*

4. To receive and approve the minutes of the Ordinary Meeting of the Council held 10 April 2025.

The minutes of the Ordinary Meeting of the Council held on 10 April 2025 were approved by the Council.

5. To appoint representatives for:

- Allotment Committee (meeting quarterly)

Councillors Bruce, Burnip, Jackson, and Walker were nominated to the group (with Cllr Jackson as Chair) by Cllr Jackson. Cllr Bruce seconded, and Council agreed.

- HR Panel (meeting quarterly)

Councillors Bruce and Jackson were nominated to the panel by Cllr Jackson. Cllr Bruce seconded, and Council agreed. Note: Any councillor can act as a substitute at a panel meeting, conditional on prior notice being given.

- CDALC's Smaller Council Forum (July, November, February, May)

Councillor Bruce nominated herself. Cllr Burnip seconded, and Council agreed.

- CDALC's Chester-le-Street Parish Council's Sub-Committee (meeting annually)

Councillor Bruce nominated herself. Cllr Burnip seconded, and Council agreed.

6. To review:

a) Standing Orders

Cllr Bruce proposed to agree, Cllr Burnip seconded, and Council agreed.

b) Financial Regulations

Cllr Bruce proposed to agree, Cllr Burnip seconded, and Council agreed.

c) Scheme of Delegation

Cllr Bruce proposed to agree, Cllr Burnip seconded, and Council agreed.

d) Asset register

The Clerk noted new additions to the register as of 31 March 2025. Cllr Bruce proposed to agree, Cllr Burnip seconded, and Council agreed.

e) HR Panel Terms of Reference and Staff Appraisal Policy

Cllr Bruce proposed to agree, Cllr Burnip seconded, and Council agreed.

f) Publication Scheme

Cllr Bruce proposed to agree, Cllr Burnip seconded, and Council agreed.

g) Section 137 (LGA 1972) spending in 2024-25

The Clerk ran through items spent under Section 137 in 2024-25 and noted the total spend to be £2,560.00. Cllr Bruce proposed to agree spending was correct, Cllr Burnip seconded, and Council agreed the spend was correct under this section.

Resolved: All items reviewed and agreed without amendment.

7. To agree continuation of the annual subscription to CDALC:

The subscription to CDALC for 2025-26 was approved.

Resolved: Cllr Bruce proposed approving the annual subscription at a cost of £362.70. Cllr Burnip seconded the motion, and Council approved.

8. To note the previously agreed schedule of Council meetings for 2025-26:

The Council noted the previously agreed schedule of meetings for the ensuing year. The dates will be published on the KPPC website and in the Parish Council's noticeboards.

Resolved: The schedule of meetings was noted.

The meeting terminated at 18.52.

Chairman

Date