

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

## Kimblesworth and Plawsworth Parish Council

Minutes of the Annual Parish Council Meeting of the Kimblesworth and Plawsworth Parish Council held in the Community Centre, Nettlesworth, DH2 3PN, on Thursday 9 May 2023 @ 6:25pm.

**Present:** Councillors – Bruce, Burnip, Elley, Inman (Chair), and Walker.

**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 Inman. No other nominations were received. Councillor Walker seconded the nomination. The Council elected Councillor Inman as Chair of Kimblesworth and Plawsworth Parish Council for 2024-25.

**Resolved:** *Councillor Inman 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 elected Councillor Rippon as Vice-Chairman of Kimblesworth and Plawsworth Parish Council for 2024-25.

**Resolved:** *Councillor Rippon was 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 Craig, Jackson and Rippon offered written apologies.

**Resolved:** *Apologies noted.*

**4. To receive and approve the minutes of the Ordinary Meeting of the Council held 11 April 2024.**

The minutes of the Ordinary Meeting of the Council held on 11 April 2024 were approved by the Council.

**5. To appoint representatives for:**

- Allotment Committee (meeting quarterly)

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

- HR Panel (meeting quarterly)

Councillors Elley and Inman were nominated to the panel by Cllr Burnip. 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 (three meetings per year)

Cllr Walker was nominated to the forum by Cllr Inman. Cllr Burnip seconded, and Council agreed.

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

Councillor Burnip was nominated to the sub-committee by Cllr Bruce. Cllr Elley seconded, and Council agreed.

**6. To review:**

**a) Standing Orders**

Cllr Elley proposed to agree, Cllr Walker 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 Walker seconded, and Council agreed.

**d) Asset register**

The Clerk noted new additions to the register as of 31 March 2024. Cllr Inman proposed to agree, Cllr Bruce seconded, and Council agreed.

**e) HR Panel Terms of Reference and Staff Appraisal Policy**

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

**f) Publication Scheme**

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

**g) Section 137 (LGA 1972) spending in 2023-24**

The Clerk ran through items spent under Section 137 in 2023-24 and noted the total spend to be £7,585.22. Cllr Bruce proposed to agree spending was correct, Cllr Inman 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 2024-25 was approved.

***Resolved:*** Cllr Elley proposed approving the annual subscription at a cost of £296.51. Cllr Burnip seconded the motion, and Council approved.

**8. To note the previously agreed schedule of Council meetings for 2024-25:**

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 18.54.*

**Chairman**

**Date**