**Cubbington Parish Council**

**Minutes of the ANNUAL PARISH COUNCIL MEETING held at 7:00pm, 23rd May 2024**

**the meeting was held at the Village Hall**

**Present:**

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| Councillor Ian Hodges (Chairman) | Councillor Paul Watkins  |
| Councillor Daniel Meggitt | Councillor Esther McCarthy |
| Councillor David Saul (Vice Chairman) | Councillor Pete Smith |
| Councillor Val Roberts | Councillor Gary Willoughby  |
| Councillor John Roberts | Councillor Colin Marrow |
| Councillor Martin Key |  |

Warwick District Councillors: Councillor Alan Boad

Warwickshire County Council: Councillor Sarah Boad

Members of the public: 0

In Attendance: Jane Chatterton, Clerk & RFO

The Chairman welcomed everyone to the meeting.

**1. Election of Chairman**

Nomination received from Councillor Ian Hodges. Nomination accepted.

*Proposed: Councillor Saul Seconded: Councillor Marrow Unanimous*

**RESOLVED THAT**: Councillor Ian Hodges be appointed Chairman for 2024-25.

**2. Apologies**

Apologies for absence were received from WDC Councillors; Councillors Pam Redford, Councill Phil Kohler, Councillor Daniel Russell and Councillor Josh Payne. WCC Councillor; Councillor Wallace Redford.

**3. Declarations of Interest**

Councillor Ian Hodges - Village Hall Committee

Councillor David Saul - Village Hall Committee & Pavilion Committee

Councillor Pete Smith - Pavilion Committee

Councillor Esther McCarthy - Pavilion Committee and Village Hall Committee

Councillor Gary Willoughby - Village Hall Committee

Councillor Daniel Meggitt - Pavilion Committee

**4. Election of Vice-Chairman**

Nomination received from Councillor David Saul. Nomination accepted.

*Proposed: Councillor Smith Seconded: Willoughby Unanimous*

**RESOLVED THAT**: Councillor David Saul be appointed Vice-Chairman for 2024-25.

**5. Election of Committee Members**

**5.1 Emergency Committee**

**RESOLVED THAT**: All Parish Councillors be members of the Emergency Committee

**5.2 Cliff Cleaver Community Pavilion Committee**

**RESOLVED THAT**: Councillors Meggitt, Saul, Mrs McCarthy and Smith be appointed to the Cliff Cleaver Community Pavilion Committee.

**5.3 HS2 Councillor Liaison**

**RESOLVED THAT**: Councillor Paul Watkins be appointed as HS2 Councillor Liaison

**5.4 WALC Committee**

**RESOLVED THAT**: Councillor Gary Willoughby be appointed to the WALC Committee.

**5.5 Staffing Committee**

**RESOLVED THAT**: Councillor Saul, Councillor Hodges and Councillor Val Roberts be appointed to the Staffing Committee.

**5.6 Youth Liaison**

**RESOLVED THAT**: Councillor Esther McCarthy be appointed.

**5.7 Flooding Committee**

**RESOLVED THAT**: Councillor Gary Willougby be appointed.

**5.8 Neighbourhood Plan**

**RESOLVED THAT**: Councillor Paul Watkin be appointed.

**6. Adoption of Previous Minutes of Annual Parish Meeting:**

The minutes of the Annual Parish Council Meeting held in May 2023 were discussed.

**RESOLVED THAT** the minutes of the Annual Parish Council Meeting held in May 2023 were approved.

**7. Governance**

**7.1 Standing Orders May 2024**

The revised Standing Orders May 2024 were received.

**RESOLVED THAT** the Standing Orders May 2024 were approved.

**7.2 Financial Regulations May 2024**

The revised Financial Regulations May 2024 were received.

**RESOLVED THAT** the Financial Regulations May 2024 were approved.

**7.3 Scheme of Delegation for the Clerk**

The legal basis of the delegation conferred by the Document is contained in the following provisions of the Local Government Act 1972:

s101 Arrangements for discharge of function by local authorities

The Scheme of Delegation for the Clerk is based on a NALC model and has been reviewed, the document sits behind the Parish Council’s Standing Orders and is re-approved at each Annual Parish Council meeting.

**RESOLVED THAT** the Scheme of Delegation for the Clerk was approved.

**8. General Power of Competence**

The General Power of Competence was discussed. The Parish Council confirmed that it met the required criteria. More than two thirds of Councillors were Elected and the Clerk held the CiLCA qualification.

**RESOLVED THAT** the Parish Council adopted the General Power of Competence.

Meeting closed at 7:10pm