

**Present:**

Bill Austin (chair)  
Trish Mullins (vice-chair)  
Stuart Griffiths  
Kathryn Cook  
Neil Gray  
Rob Thatcher

- 1) **Apologies:** *To receive apologies and to approve reasons for absence.*  
Apologies were received and accepted from Cllr Young.

- 2) **To elect a Chairman and Vice-Chair for the year to 31 March 2022**, and for the Chair to sign the Declaration of Acceptance of Office

Cllr Austin was nominated to serve as Chairman by Cllrs Thatcher and Gray. There being no other nominations, Cllr Austin was elected to serve as chairman for the year to 31 March 2022.

Cllr Mullins was nominated to serve as Vice-Chairman by Cllrs Austin and Griffiths. There being no other nominations, Cllr Mullins was elected to serve as vice-chairman for the year to 31 March 2022.

- 3) **Declarations of Interest**

No declarations were received.

- 4) **Public session:** *this section of the meeting will be open for questions and contributions from parishioners, first on planning matters and then on other topics.*

There were no public contributions.

- 5) **Minutes:** *To consider for adoption the minutes of the last ordinary meeting of the council (previously circulated).*  
It was proposed by Cllr Griffiths, seconded by Cllr Gray and RESOLVED to accept the draft minutes as an accurate record of the meeting held on 12 April.

- 6) **To confirm the Standing Orders of the Council for the year ended 31 March 2022**

It was agreed to adopt the existing standing orders for the year ended 31 March 2022

- 7) **To confirm the Financial Regulations of the Council for the year ended 31 March 2022**

It was agreed to adopt the existing financial regulation for the year ended 31 March 2022

- 8) **To confirm the number and membership of working groups and committees for the year ended 31 March 2022**

The working groups were confirmed as follows:

Website: Cllrs Griffiths and Mullins

Speeding: Cllrs Griffiths, Young, Gray and Cook

Finance: Cllrs Thatcher, Austin and Unwin. Council noted that the financial regulations allow the spending of up to £100 by the chair of the finance working group without express prior permission of the whole council.

It was noted that the village hall committee had not yet formally been created.

- 9) **Finance:**

- i) *To note and accept the report of the Internal Auditor for the year to 31 March 2021*

It was proposed by Cllr Thatcher, seconded by Cllr Mullins and RESOLVED to note and accept the report.

- ii) *To approve and sign the Annual Governance Statement and Accounts for the year to 31 March 2021*

It was proposed by Cllr Mullins, seconded by Cllr Austin and RESOLVED to approve the accounts as submitted and then the Annual Governance Statement.

- iii) *To approve and sign the Certificate of Exemption for the year ended 31 March 2021*

It was proposed by Cllr Mullins, seconded by Cllr Griffiths and RESOLVED to approve the certificate of exemption.

- iv) *To agree the period of public rights to inspect the books of the council to start on Thursday 3 June.*

It was proposed by Cllr Gray, seconded by Cllr Mullins and RESOLVED to agree the period of public rights. Cllr Gray suggested that this be publicised in the parish magazine.

v) *To consider payment of fees and invoices presented.*

It was proposed by Cllr Austin, seconded by Cllr Gray and RESOLVED to approve payment of the invoices listed in the monthly financial report.

**10) Planning:**

i) *To note the following responses made to planning applications*

Application Number (and link to MHDC documentation)	Location	Description of Proposal	Date for Response
<a href="#">21/00356/FUL</a>	Hill House, Bushley, GL20 6AF	Part conversion of agricultural barn to function suite, additional workshop and new toilet facilities for estate staff	10 May 2021
<a href="#">21/00636/LB &amp; HP</a>	Chambers Court, Longdon, GL20 6AS	Proposed outbuilding (retrospective)	10 May 2021

The comments were noted. Cllr Mullins noted that application 20/01786 which had been reported at an earlier meeting had now been withdrawn.

**11) Future meeting schedule:** *Confirm the date of the next meeting*

It was agreed that the next meetings should be held in line with the draft schedule, on 7 June and 5 July, both at 7pm.

Signed:

Date: