

Parish Clerk: Stephen Williamson 01493 296036 E-Mail: freethorpe.pc@gmail.com <b>COUNCIL YEAR 2019-2020</b>	<b>FREETHORPE</b> <b>Parish Council</b> <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	46 Moorhen Way Kingfisher Park Burgh Castle Norfolk NR31 9FJ
<b>MINUTES OF THE ANNUAL PARISH COUNCIL MEETING</b> <b>MONDAY 20<sup>th</sup> MAY 2019</b>		
<b>PRESENT AT THE MEETING</b>		
Councillors: N. Spencer (Chair). D. Lake (Vice-Chair) P. Bacon, M. Blake, J. Church, L. Turner. Broadland District Councillor: G. Nurden. Tree Wardens: John Fleetwood/Andrea Rowlands. Parish Clerk: Stephen Williamson. 4 members of the public remained.		

*The Meeting commenced at 8.40 p.m. Mr. David Lake in the Chair*

<b>CO-OPTIONS</b>	
Messrs Spencer and Blake unanimously co-opted. The Clerk informed that Councillor Lamb had resigned as a Councillor as he was moving home.	
<b>1:</b>	<b>ELECTION OF CHAIRMAN FOR NEW PARISH YEAR</b>
This item was delayed until the June meeting owing to the fact that the incumbent Chairman had only just been co-opted back to the Parish Council	
<b>2:</b>	<b>APOLOGIES FOR ABSENCE</b>
There were none	
<b>3:</b>	<b>ELECTION OF VICE- CHAIRMAN FOR NEW PARISH YEAR</b>
Mr. David Lake was Proposed, Seconded and unanimously voted to continue as Vice-Chairman for 2019-20. The appropriate form was duly signed.	
<b>4:</b>	<b>DECLARATIONS</b>
The Clerk reminded Councillors that new declarations needed to be ready for the next meeting or soon after.	
<b>5:</b>	<b>FINANCIAL</b>
Stephen Williamson to continue as Responsible Financial Officer. No Accounts monitor was felt necessary at this time. Linda Boyle to remain as internal auditor. Bank: Santander. Cheque signatories Messrs. Spencer and Lake plus Linda Turner (pending)	
<b>6:</b>	<b>COMMITTEES</b>
There were no Committees in existence at this time	
<b>7:</b>	<b>WORKING PARTIES</b>
There were no Working Parties in existence at this time	
<b>8:</b>	<b>STANDING ORDERS</b>
The existing Standing Orders were duly re-adopted.	

<b>9:</b>	<b>FINANCIAL REGULATIONS</b>
The existing Financial Regulations were duly re-adopted.	
<b>10:</b>	<b>CODE OF CONDUCT</b>
The existing Code of Conduct was confirmed and re-adopted	
<b>11:</b>	<b>RISK ASSESSMENT</b>
The existing Risk Assessment inclusive of replacement values within Parish Insurance were in continuance. The Clerk felt that a revision could take place during the current Council year	

*The Meeting closed at 8.46 p.m.*

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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