

Sudbury Annual Meeting of the Parish Council

Rachel Male, Clerk and RFO

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Minutes of the Annual Meeting of the Parish Council held at 7.00pm, Monday 20th May 2020 held by video conference

The imposition of no public meetings during the Covid 19 crisis means that the Parish Council cannot function as normal. However, there are statutory duties that have to be carried out. Therefore, the councillors will meet 'virtually' to make decisions on items on an agenda that would have been made in a public meeting until such a time as restrictions are lifted.

Present: Cllr. West, Cllr. T. Harvey, Cllr. Ingram, Cllr. S. Harvey, Cllr. Beeston, Cllr. B. Bozier & Cllr. Allison (DDDC).

01.05.20 Election of Chair and Signing of the Declaration of Office Form

Cllr. Harvey proposed that Cllr. West be elected as Chair for the forthcoming year. Seconded by Cllr. Beeston, and with all Councillors voting in favour, Cllr. West was duly elected and took the Chair.

Due to the meeting taking place virtually the declaration of office form will be signed when normal meetings resume.

02.05.20 Apologies

There were no apologies received.

03.05.20 Election of Vice Chairman

Cllr. West proposed that Cllr. Harvey be elected as Vice Chair for the forthcoming year. Seconded by Cllr. Beeston and with all Councillors voting in favour, Cllr. Harvey was duly elected.

Due to the meeting taking place virtually the declaration of office form will be signed when normal meetings resume.

04.05.20 Election of Members to serve on the Parish Council Committees

There were no committees to be formed.

05.05.20 Election of Representatives on Outside Bodies

Sudbury Gasworks Restoration Trust – currently Cllr. Harvey

Sudbury Juniors Football Club – currently Cllr. Ingram

Sudbury Bowls Club – currently Cllr. Harvey

Parish Rooms Committee - currently Cllr. West

These representatives were proposed by Cllr. West and seconded by Cllr. Beeston.

06.05.20 Approval of Dates for Future Meetings

It was RESOLVED that meetings will continue to be held on the third Monday of every other month (May, July, September, November, January and March).

07.05.20 Review of Assets Held by the Parish Council

Reviewed. No changes required.

08.05.20 Authorisation of Signatories

It was RESOLVED that Internet Banking would continue with the Clerk gaining authorisation from the Chair and Vice Chair prior to payments being made. Cllrs. West and Harvey would also continue to be signatories.

09.05.20 Review of Standing Orders and Financial Regulations and other Policies

A review of our Standing Orders and Financial Regulations will take place during our next meeting (straight after this concludes) to include changes in relation to CoVID-19.

10.05.20 Appointment of Internal Auditor

It was resolved to appoint Brian Wood as our Internal Auditor for the year 2020/2021.

There being no further business the meeting closed at 7.14 pm.