**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD USING ZOOM VIDEO CONFERENCING ON WEDNESDAY 4TH MAY 2021**

**Election of Chairman:**

Cllr. Ray Proposed by Cllr. Stewart

 Seconded by Cllr. Simmons

 Cllr. Ray confirmed that that he would be happy to accept the post.

**Present:** Cllr. Ray, Cllr Shilvock, Cllr. Simmons, Cllr. Stewart and District Cllr. Shenton.

**Apologies:** Cllr. McMillan, Cllr. J. Lee and Cllr. E. Lee

**Chairman’s Declaration of Acceptance of Office:**

Cllr. Ray signed the Declaration of Acceptance of Office.

**Declaration by Councillors of any changes to their Declarations of**

**Interest as already shown on the public register.**

None declared.

**Election of Vice Chairman:**

 Cllr. Shilvock Proposed by Cllr. Ray

 Seconded by Cllr. Stewart

 Cllr. Shilvock accepted the post.

**Appointment of Internal Auditor:**

 Mrs. Gwen Comfort has confirmed to the Clerk that she is happy to continue as Internal Auditor.

**Statement of Finances as at 31st March 2021:**

 As at the 31st March 2021 the Parish Council had a credit balance of £105,186.84. A large proportion of this is ringfenced for specific items.

**Approval of the following accounts for payment:**

 It was agreed at the Parish Council meeting on 27th April 2021 that the Responsible Financial Officer is authorised to pay standard items included in the Precept.

HMRC PAYE & NI - Quarterly

Clerks salary - monthly

WALC subs – annual

SDC Website hosting – annual

E.on energy - monthly paid direct debit

E.on maintenance - quarterly

Came & Co Insurance - annual

G. Compton for grass cutting – The Green

Auditors - internal and external – annual

S137 grants once agreed by Cllrs.- annual

ICO annual

CPRE annual

Parish Online subscription - annual

PLAYGROUND

Gary Compton – grass and hedge cutting plus litter picking

SDC Lease 6 monthly

Monthly inspections

Annual inspection

No further business, the Chairman closed the meeting at 7.18 pm