



www.croxdenparishcouncil.org.uk

Minutes of ANNUAL meeting held on Wednesday 11th May 2022, at the Abbey Room, St Giles Church, Croxden ST14 5JG. The meeting commenced at 7pm.

Present: Cllr Bean, Cllr Hall, Cllr Hemingway, Cllr James, Kate Copeland and the clerk.

A22.05.001 Welcome

A22.05.002 ELECTION OF CHAIRMAN – Cllr Bean – unanimously voted into post

A22.05.003 APOLOGIES – Cllr Brandrick - Approved

A22.05.004 East Staffordshire Borough Council – REGISTER OF INTERESTS FORMS completed

A22.05.005 Guest Speaker – Kate Copeland from The Globe Foundation who runs the Eco Centre in Uttoxeter - <http://globefoundation.org.uk> Kate gave a presentation to the Council on the works that take place within The Globe Foundation. Projects include Replenish, The Repair Room (last Friday of month), Plastic Free Uttoxeter, Precision plastics, Sustainable Uttoxeter (net zero by 2030), Recycling Hub (crisp packets, mess bags). The message is to try changing at least 3 single use plastic that you currently use in your life and then continue with another 3. Events this year include Big Green Week, last week September and includes a picnic in Bramshall Park on 25th September 2022. All details are on The Globe Foundation website

A22.05.006 CHAIRMAN REPORT for 2021-2022

It has been a pleasure to be chair of Croxden Parish Council this year as we have begun to return to a more normal life. I sensed a real pulling together across the community to support each other during the difficult times which hopefully will be continued into the future. We were able to complete a number of projects this year and particularly pleasing to see the display of daffodils and crocuses on the verges at Beamhurst which together with other bulb planting in the Parish made a real impact at the start of the year, thank you to residents for both financial support and planting skills, to make this possible. We were able to add another defibrillator at Beamhurst, thanks to a generous donation from Meachen and Bevan Company, this new equipment provides a good level of coverage across our Parish in key areas. We continued to repair footpath stiles and will look to provide additional information this year which I think helps everyone use the footpath network responsibly and enjoyably. We will be conducting a survey again this year to see what residents would value from the Parish Council. Information on plans, meetings and footpaths is available on the Parish Council website with any members of the public welcome to attend our meetings.

A22.05.007 ELECTION OF COUNCILLOR OFFICERS DUTIES:

Vice Chairman	John Hall
Defibrillator checks- Croxden and Beamhurst	John Hall and Jackie Hemingway
Footpaths	John Hall and Paul Bean
Highways – Working Group	Marianne James and John Hall
Highways within Parish	Marianne James
Internal Audit trailer	Paul Bean
Noticeboards – Greatgate, Croxden, Beamhurst	Jackie Hemingway



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Planning	Paul Bean
Website	Jackie Hemingway
Newsletter – Green paragraph	Jackie Hemingway
Friendship Group	Marianne James and Jackie Hemingway

A22.05.008 PARISH COUNCIL POLICY RATIFICATION – RESOLVED to accept all Policies

- Annual Leave Policy
- Asset-Register
- Business Risk Assessment and Table
- Community Engagement Policy
- Code of Conduct – ESBC – signed by Councillors
- Complaints Procedure
- Contact with Council Policy
- Clerk Delegation
- Data Privacy Notice
- Document Retention Policy plus Appendix A
- Discipline Policy
- Equal Opportunities
- Financial Regulations
- Freedom of Information and Publication scheme
- General Power of Competence (Localism Act 2011, ss1-8, Local Government Act 1972 s137)
- Grievance Policy
- Health and Safety Policy
- Homeworking Policy
- Media Policy
- Standing Orders

A22.05.009 CROXDEN PARISH COUNCIL – AUDIT AND PUBLIC RIGHTS

- Annual Governance and Accountability Return (AGAR) – signed by Chairman and Clerk/RFO
- Certificate of Exemption signed by Chair and Clerk
- Bank Reconciliation and Variance completed - RESOLVED
- Public Rights of Inspection set for 1st June to 14th July 2022.
- Earmarked Funds of £1000- RESOLVED

Receipts and payments		
a. Opening balance 1st April 2021		3,297.19
b. Total receipts		6,856.78
c. Total payments		7,402.44
d. Surplus/(Deficit) in the year (b-c)		-545.66
e. Closing balance (a+d)		2,751.53

A22.05.0010 DATES FOR PARISH MEETINGS FOR 2022-2023

13th July 2022, 14th September 2022, 9th November 2022, 11th January 2023, 8th March 2023, 10th May 2023

The Next ANNUAL Council meeting will be held on 10th May 2023 at 7pm. The Annual meeting was formally closed at 20.15

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