

Kniveton Parish Council

Minutes of the Annual General Meeting of the Parish Council, held remotely by Cisco WebEx on Tuesday 12 May at 7.00pm

Present: Chairman: H. Nelson
Councillors: G. Bates, R Savidge and R. Barnett

Apologies: Councillor: J Bradbury
Absent: Councillor: L. Rose

Also, in Attendance: Kath Gruber (Parish Clerk)
2 members of the public
County Councillor Ratcliffe
3 Peak Waste directors

AGM/0520/01 Election of the Chairman of the Parish Council 2020/2021

Resolved: That Cllr Nelson be elected Chairman of the Parish Council for 2020/2021

AGM/0520/02 Election of the Vice Chairman of the Parish Council 2020/2021

Resolved: That Cllr Savidge be elected Vice Chairman of the Parish Council for 2020/2021

AGM/0520/03 Declaration of Members Interest

The Clerk advised declaration forms would be issued, and Councillors were reminded to return completed forms to the Clerk within 14 days.

AGM/0520/04 Apologies for Absence

Apologies were received and accepted from Councillor Bradbury

AGM/0520/05 Standing Orders

Resolved: The Council reviewed and adopted the Standing Orders

AGM/0520/06 Financial Regulations

Resolved: The Council reviewed and adopted the Financial Regulations

AGM/0520/07 Delegation Arrangements

Resolved: The Council approved the following delegation arrangements which will be included in the Standing Orders and Financial Regulations:

To appoint the Clerk as the Council's Proper Officer and Responsible Financial Officer (RFO)

To delegate to the Chair, and in his absence the Vice Chair, plus one other Councillor decisions of the Council and payments on behalf of the Council (up to a value of £1000) during the recess months provided that all such decisions and payments are reported to the next appropriate meeting of the Council

AGM/0520/08 Council's Code of Conduct

Resolved: The Council reviewed and adopted the Code of Conduct

Signed _____ Dated 7 July 2020

AGM/0520/09 Equal Opportunities Policy

Resolved: The Council reviewed and adopted the Equal Opportunities Policy

AGM/0520/10 Freedom of Information Policy

Resolved: The Council reviewed and adopted the Freedom of Information policy.

AGM/0520/11 S137 Policy

Resolved: The Council reviewed and adopted the S137 Policy

AGM/0520/12 Social Media and Electronic Communication Policy

Resolved: The Council reviewed and adopted the Social Media and Electronic Communication Policy

AGM/0520/13 GDPR Policies

Resolved: The Council reviewed and adopted the following GDPR policies and notices:

- Email Contact Privacy Notice
- General Privacy Notice
- Information Protection Policy
- Information Security Policy
- Retention of Documents and Records
- Privacy Notice

The Annual Meeting closed at 7.11pm and was followed by a Full Council Meeting.

Signed _____ Dated 7 July 2020