

Matlock Bath Parish Council

Chair: Peter Baranek

Website: www.matlockbathparishcouncil.gov.uk

Email: clerk@matlockbathparishcouncil.gov.uk



DRAFT MINUTES of the Annual Meeting of Matlock Bath Parish Council
held on Wednesday 15th May 2019 at 6.30 pm at The New Bath Hotel, Matlock Bath

Present: Cllr Peter Baranek (Chairman), Cllr Trevor Bowmer, Cllr Nick Grayshon, Cllr Helen Keay, Cllr Heather Kemp, Cllr Dave Mowle, Cllr Jennifer Nettleship, Cllr Michael Wilderspin, Julie Baranek (Clerk)

1 Election of Chairman and Declaration of Acceptance of Office

It was proposed and seconded that Cllr Peter Baranek be elected as Chair for the ensuing year, with all present voting in favour.

2 Election of Vice Chairman

It was proposed and seconded that Cllr Trevor Bowmer be elected as Vice Chair for the ensuing year, with all present voting in favour.

3 Signing of Declaration of Acceptance of Office by Councillors

The Acceptance of Office forms for all Councillors were signed and passed to the Clerk for countersigning.

4 Declaration of Pecuniary Interests by Councillors

The Declaration of Pecuniary Interests forms for all Councillors were completed and signed and passed to the Clerk. The Clerk confirmed that the forms would be copied to the District Council for their records as well as being put on the Parish Council's website.

5 Banking Arrangements

It was confirmed that the Parish Council will continue with on line banking and all payments, where possible, will be paid by BACs.

It was confirmed that the present system of all Councillors acting as signatories for the Council and the two authorisations/signatures for each payment should continue.

The Clerk asked that all Councillors ensure that they are able to access the on line banking account and any problems report to Unity Bank for resolution.

6 Review of Leases

The Clerk gave details of the leases held by the Council. These being:

Bowling Green – expires May 2031

Sports Area – expires May 2031

Wapping Nature Reserve – expires April 2025

Subject to approval at the next meeting.

Councillors asked the Clerk to ascertain from DDDC whether the leases are on automatic renewal. They further expressed that they would want to see a longer lease on the sports area of at least a further 10 years after 2031. This was due to the planned renovation work on the sports area.

7 **Governance Documents**

It was **RESOLVED** that the amendments to the Governance Documents as circulated to Councillors with the agenda be approved and adopted at this meeting as follows:

- Code of Conduct
- Financial Regulations
- Financial Risk Assessment
- Standing Orders
- Publication Scheme
- Equalities and Diversity
- Complaints Procedure

The Clerk clarified that the amendments were minor and in line with current legislation together with good practice.

The following Governance Documents are adopted under their current form:

- Grants Policy
- Co-option Policy
- Strimming Policy
- Retention Policy

8 **General Power of Competence**

It was confirmed that the Parish Council met the requirements of the Power of Competence adopted previously.

9 **Representatives to Outside Bodies**

It was **RESOLVED** to appoint members to outside bodies as follows:

- Derwent Valley Rail Partnership – Cllr Michael Wilderspin
- Illuminations – Cllr Peter Baranek
- Pavilion – Cllr Dave Mowle
- Matlock Bath Development Association – Cllr Peter Baranek

10 **Dates of Future Meetings**

It was **RESOLVED** that the dates of meetings for the full Council for the forthcoming year be as follows:

Wednesday 10th July 2019

Wednesday 11th September 2019

Wednesday 27th November 2019

Wednesday 22nd January 2020

Wednesday 25th March 2020

Wednesday 20th May 2020 (Annual Meeting of the Parish, Annual Meeting of Matlock Bath Parish Council and Full Council)

Subject to approval at the next meeting.