

INWARDLEIGH PARISH COUNCIL

Minutes for the remote Annual General Meeting held on Wednesday 3rd June 2020, via Microsoft Teams.

1. Present: Councillors: Ian Dennis (Chairman), Patsy Ions, Carol Timms, Tim White, Tony Leech (WDBC), Parish Clerk and 2 members of the public.

Apologies: Cllrs Terry Kempster, David Sykes, Phillip Piddington, Mike Davies (WDBC), Kevin Ball (DCC & WDBC).

2. Declarations of interest for Items on the Agenda: Cllr Dennis and Cllr Timms declared an interest in Item 9.

3. Election of Chairman. It was agreed unanimously to defer this decision.

4. Election of Vice-Chairman: It was agreed unanimously to defer this decision. Cllr Dennis proposed seconded by Cllr Timms.

5. Minutes of the Annual Meeting 2019: It was agreed that the minutes could be signed as correct.

6. Matters Arising: Devon Association of Local Councils – The Clerk has received an invoice for £112.34 for the annual membership. It was discussed and agreed by all present that this service was worthwhile. It was agreed unanimously to continue with the DALC membership.

7. Annual Statement of Accounts: It was agreed unanimously to defer the decision with regards to the Annual Return and accounts. Mrs Dennis had carried out the internal audit, everything was found to be correct and there were no points to note.

8. Appointment of Internal auditor: After discussion it was agreed unanimously to appoint Mrs Dennis as internal auditor for the year 2020-2021. Cllr Timms proposed seconded by Cllr White.

9. Review of Grants: It was agreed to award the following grants. These will be paid as follows: West Devon Citizens' Advice Bureau £50, Okehampton District Community Transport Group £75, Parish Newsletter £40, Cllr White proposed, seconded by Cllr Dennis. Graveyard Fund £150, Cllr White proposed seconded by Cllr Timms.

10. Review of Clerks Salary: An increment of 0.392p/hr is due in July. This was agreed by all present.

11. Review of Insurance and Risk Assessment. Insurance: The Clerk had been in contact with our broker Came and Co as the insurance was due. Three quotes were presented to the Clerk, which were for three year long term agreements to commence this year. After discussion it was agreed to use AXA the cheapest quote and the company recommended by our brokers. The fee for the year to be £691.38, slightly cheaper than last year.

Risk assessment: A risk assessment was carried out, there was no change reported to the low-level risk. Cllr Piddington and the removal of the shower block this was noted as ongoing.

The Chairman thanked the Councillors for their support and work in the past year. The meeting closed at 8.15pm.

Signed.....Chairman

Date.....