



# Pilning & Severn Beach Parish Council

**ANNUAL PARISH COUNCIL AGENDA**  
Meeting to be held St Peter's School at 7pm  
Monday 3<sup>rd</sup> May 2022

## **ANNUAL PARISH MEETING**

### **PRESENT**

Carol Woodhouse (CW); Sue Binns (SCB); Jacqs Graham (JG); Mike Pruett (MP); Heather Rickards (HR); Peter Tyzack (PT) Olga Taylor (OT) and three residents of the parish.

#### **1 ELECTION OF CHAIRMAN**

The meeting was deferred to the Clerk to seek nominations for the election of the Chairman. Nomination of Peter Tyzack Proposed KW seconded CW, there being no other candidates Peter Tyzack was elected chairman. Acceptance of office signed.

#### **2 ELECTION OF VICE CHAIRMAN**

None

#### **3 TO APPOINT REPRESENTITIVES REGARDING THE FOLLOWING 2022/2023 REPRESENTITIVES**

##### **Chairman**

External liaison to include attendance at Town & Parish Forum Meetings, S. Glos Community Engagement Forum and SevernNet meetings Peter Tyzack (added July 2020)

Ex officio on all subgroups

##### **Vice-Chairman**

Sue Binns

##### **Treasurers of Dep & Ex Inc A/cs**

Sue Binns  
Carol Woodhouse  
Peter Tyzack  
Heather Rickards (added Sept 2020)  
Kevin Weeks

##### **Treasurers of Asset Fund A/c**

Sue Binns  
Carol Woodhouse

##### **Footpaths**

Kevin Weeks  
Mike Pruett  
Heather Rickards  
Vacancy

##### **Northwick Churchyard & Pilning Cemetery**

Carol Woodhouse  
Sue Binns  
Ian S Roberts (added June 2019)  
Heather Rickards  
Cemetery Clerk

##### **Finance (Accounts and Precept)**

Sue Binns  
Carol Woodhouse  
Peter Tyzack  
Kevin Weeks  
Mike Pruett

##### **Sevenside Wednesday Club Village Halls**

Carol Woodhouse  
Pilning - Sue Binns (added Feb 2022)  
Severn Beach - Mike Pruett

##### **Almondsbury Charities Edmonds & Cole Allotments**

Heather Rickards  
Mike Pruett  
Pilning - Sue Binns & Heather Rickards  
Severn Beach - Kevin Weeks

##### **Viridor Meetings SevernNet South Gloucestershire Community Engagement Forum Town & Parish Forum Flood Warden Neighbourhood Plan Steering Group Staffing Committee**

Kevin Weeks  
Peter Tyzack  
Peter Tyzack  
Peter Tyzack  
Vacancy  
Ian S Roberts, Clerk  
Peter Tyzack, Sue Binns & Olga Taylor

The list above was agreed en-bloc

**Proposed MP and seconded CW Agreed unanimously**

**4 Confirmation of Parish Insurance**

The Clerk informed the meeting that the Parish insurance is with Gallagher (formerly known as Came & Company) and that we would seek to do the same for 2022/2023. The premium for the insurance has increased slightly.

**Proposed SCB and seconded KW agreed unanimously.**

**5 Approval of Minutes from Annual Parish Meeting held on Tuesday 4<sup>th</sup> April 2022.**

The Clerk had circulated the minutes from the Annual Parish Meeting previously

**Unanimously agreed as a true record of the meeting and signed by PT.**

**6 Review and approve the Annual Governance Statement (section 1).**

The Clerk had circulated the AGAR form section 1 previously and approval was given for this section of the accounts, signed by the Chairman and Clerk.

**7 Review and approve the Accounting Section Statement (section 2).**

The Clerk had circulated the AGAR form section 2 previously and approval was given for this section of the accounts, signed by the Chairman and Clerk.

**8 Approval of Parish Council Policies (reviewed January 2022).**

One minor alteration to the complaints policy has been made, linking it with the South Gloucestershire Council Members code of conduct.

Policies agreed and approved.

**Agreed unanimously.**

There being no other business the meeting closed at 19:19