



# Pilning & Severn Beach Parish Council

## ANNUAL PARISH COUNCIL AGENDA

Meeting to be held via Zoom at 7pm

Monday 4<sup>th</sup> May 2021

### 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 CW seconded SCB, there being no other candidates Peter Tyzack was elected chairman.

Acceptance of office signed and shown to the meeting via video camera.

#### 2 ELECTION OF VICE CHAIRMAN

None

#### 3 TO APPOINT REPRESENTITIVES REGARDING THE FOLLOWING

##### 2020/2021 REPRESENTITIVES

##### Chairman

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

SevernNet meetings

Ex officio on all subgroups

Vice-Chairman

##### 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

##### Northwick Churchyard & Pilning Cemetery

Heather Rickards  
Jacqs Graham (added Sept 2020)  
Carol Woodhouse  
Sue Binns  
Ian S Roberts (added June 2019)

##### Finance (Accounts and Precept)

Cemetery Clerk  
Sue Binns  
Carol Woodhouse  
Peter Tyzack  
Kevin Weeks  
Mike Pruett  
Alex Smith (added June 2019)  
Carol Woodhouse  
Pilning - Jacqs Graham (added Sept 2020)  
Severn Beach - Mike Pruett  
Heather Rickards  
Mike Pruett  
Pilning - Sue Binns & Heather Rickards  
Severn Beach - Kevin Weeks  
Kevin Weeks  
Alex Smith (added Feb 2021)

##### Sevenside Wednesday Club

##### Village Halls

##### Almondsbury Charities

##### Edmonds & Cole

##### Allotments

##### Viridor Meetings

##### Flood Warden

The list above was agreed en-bloc with the addition of Sue Binns on the Finance (Accounts and Precepts) omitted in error.

**Proposed CW and seconded MP Agreed unanimously**

#### **4 Confirmation of Parish Insurance**

The Clerk informed the meeting that the Parish insurance is with Came & Company and that we would seek to do the same for 2021/2022. The premium for the insurance has increased slightly due to the addition of the new cemetery railings.

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

#### **5 Approval of Minutes from Annual Parish Meeting held on Tuesday 6<sup>th</sup> April 2021.**

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

**Proposed by SCB as a true record of the meeting seconded by CW.**

#### **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 2021).**

Policies agreed and approved.

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

There being no other business the meeting closed at 19:13