



# Pilning & Severn Beach Parish Council

## ANNUAL PARISH COUNCIL MEETING

Meeting at Emmaus Church Centre  
Gorse Cover Road Severn Beach at 7pm  
Monday 15<sup>th</sup> May 2023

### PRESENT

Mike Pruett (MP); Peter Tyzack (PT) Olga Taylor (OT); Nick Davies (ND) and five residents of the parish.

#### 1 ELECTION OF CHAIRMAN

The current Chairman sought nominations for the election of the new Chairman. Nomination of Nick Davies Proposed MP seconded OT, there being no other candidates Nick Davies (ND) was elected chairman. Acceptance of office signed.

#### 2 ELECTION OF VICE CHAIRMAN

ND asked for nominations for Vice Chairman, Peter Tyzack (PT) was nominated, agreed unanimously.

#### 3 TO APPOINT REPRESENTITIVES REGARDING THE FOLLOWING 2023/2024 REPRESENTITIVES

##### Chairman

Ex officio on all subgroups, except for the staffing committee

Nick Davies

##### Vice-Chairman

Peter Tyzack

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

Olga Taylor

Mike Pruett

Peter Tyzack

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

Olga Taylor

Mike Pruett

Peter Tyzack

##### Footpaths & cycle paths

Mike Pruett

Peter Tyzack

##### Northwick Churchyard & Pilning Cemetery

Olga Taylor

Mike Pruett

Peter Tyzack

Cemetery Clerk

##### Finance (Accounts and Precept)

Olga Taylor

Mike Pruett

Peter Tyzack

##### Village Halls

Pilning – Vacant

Severn Beach – Mike Pruett

##### Almondsbury Charities

Mike Pruett

##### Edmonds & Cole

Mike Pruett

##### Allotments

Pilning – Sue Binns\$ & Heather Rickards\$

Severn Beach – Kevin Weeks\$

##### SevernNet

Peter Tyzack

##### South Gloucestershire Community Engagement Forum

Peter Tyzack

##### Town & Parish Forum

Peter Tyzack

##### Flood Warden

Nick Davies

##### Neighbourhood Plan Steering Group

Nick Davies

##### Staffing Committee

Peter Tyzack, Mike Pruett & Olga Taylor

\$ Former Councillors wishing to continue volunteering in this role to report to the Parish Clerk

After discussion the list above was agreed en-bloc

**Proposed MP and seconded PT Agreed unanimously**

**4 Confirmation of Parish Insurance**

The Clerk informed the meeting that the Parish insurance is with Gallagher and that we would seek to do the same for 2023/2024. The premium for the insurance has increased slightly.

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

**5 Review and approve Parish Council standing orders and direct debits**

The Clerk circulated a list of ongoing standing orders and direct debits

**Proposed OT and seconded PT Agreed unanimously**

**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 2023).**

Policies agreed and approved.

**Agreed unanimously.**

**9 Approval of Minutes from Annual Parish Meeting held on Tuesday 3<sup>rd</sup> April 2023.**

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

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

There being no other business the meeting closed at 19:25