

## **BURTON COMMUNITY COUNCIL**

### **Minutes of 2020 Annual General Meeting held online at 7pm, 04/11/2020**

**Present:** C’llrs Paddy McNamara, Laurence Price, Alun Williams, Derek Jones, Nia Phillips, Vicky White, Scott Sinclair, John Evans, Robin Howells, John Mathias; Peter Horton (Clerk)

#### **Election of Chairman**

Members voted to elect C’llr Alun Williams as Chairman for the forthcoming year (Proposer C’llr Scott Sinclair, seconder C’llr Derek Jones).

#### **Election of Vice-chairman**

Members voted to elect C’llr Paddy McNamara as vice-Chairman for the forthcoming year (Proposer C’llr Scott Sinclair, seconder C’llr Derek Jones).

#### **Appointment of Jubilee Hall Committee Representative**

C’llr John Evans was appointed (proposer C’llr Nia Phillips, seconder C’llr Laurence Price).

#### **Accounts**

##### **2019/20 accounts report**

Balance carried forward to April 2019	:	£ 6,835-86
Total income during year to March 31 <sup>st</sup> 2020	:	£18,416-11
Total expenditure during year to March 31 <sup>st</sup> 2020	:	£10,328-39
Balance carried forward to April 2020	:	£14,923-58

#### **Discussion / updating of Community Risk Assessment**

Members noted that the asset and financial risk assessments had been updated in March 2020. In respect of short-term unavoidable absences of the Clerk, it had been agreed that a Member would take the minutes, and pass these to the Clerk for typing up / actioning afterwards. Arrangements had been implemented for a dual backup of the Community Council files to be maintained by the Clerk. Regarding arrangements for a hypothetical long-term absence of the Clerk for unavoidable reasons, it was left for the Chairman, vice-Chairman and Clerk to discuss this at a future date. Agenda item to be tabled in January for a discussion of needed actions arising from the risk assessment.

#### **Discussion / updating of Community Asset Register**

The asset register had been reviewed in March 2020, but no amendments made. New electronic signage to be added to the register once installed. Picnic bench at the Cleddau Bridge picnic area to be removed from the register, as this area was controlled by P.C.C.

#### **Discussion / adoption of amended Community Standing Orders**

It was noted that no amendments had been recommended to the Standing Orders / Financial regulations. Members were content to maintain them unamended.

#### **Discussion / adoption of Model Code of Conduct for Members**

The current Model Code of Conduct was unamended from the previous year.

#### **Updating of register of Members’ interests**

Copies of the current forms had been circulated to all Members for review / updating as required.