**Minutes of Annual Council Meeting of Headbourne Worthy Parish Council**

**Held on Monday 28th April 2021 at 8:00pm**

**Via Zoom teleconference**

**Email:** [**clerk@headbourneworthy.org.uk**](mailto:clerk@headbourneworthy.org.uk)

**Chair: Cllr Welland Clerk: Belinda Baker**

**Present:** CllrsC Welland (Chair), M Iredale, D Barrow,

G Macpherson, C Duncan, C Clark-Smith,

J Rutter

**Apologies:**  None

**Clerk:** Belinda Baker

**Public attendance:** One

**C/21/001** **Apologies**

There were none.

**C/21/002 To receive declarations of pecuniary interests (DPIs) and other significant interests from members concerning specific items on the agenda**

None were declared.

**C/21/003 Election of Chair and Vice Chair**

Cllr Welland was nominated as Chair by Cllr Rutter and seconded by Cllr Clark-Smith. Cllr Welland was voted in as Chair unanimously. Cllr Clark-Smith was nominated by Rutter and seconded by Cllr Welland. Cllr Clark-Smith was voted in as Vice-Chair unanimously.

**C/21/004 Finance**

**a. Approve the Accounts 20/21**

These were approved.

**b**. **Approve Annual Accounting Statements**

These were approved.

**c.** **Approve the Annual Governance Review**

This was approved.

**d.** **Internal Auditor’s report**

The Auditor’s comments regarding and annual review of policies and standing orders were noted by the Council and it was agreed by the Chair that she and the Clerk would put together a cycle of policies to be reviewed and agreed at the July meeting. The Council agreed to review their DPI forms at the next meeting. The Auditor’s comment that WCC had not yet expeditated electoral representation for Kings Barton was noted. Cllr Rutter felt this could be justified if the Council was taking on more responsibility. The Council agreed it was appropriate to write to WCC to bring the Auditor’s comments to WCC’s attention. The Council thanked the Auditor for a thorough appraisal.

**Action: Chair, Clerk**

**C/21/004** **Agree Changes to the Standing Orders to allow Virtual Meetings**

It was agreed this was unnecessary in the light of the recent judgement that virtual meetings would not be lawful after 8th May 2021.

**C/21/005** **Date of next meeting of Councillors**

The Council agreed to continue to meet via Zoom as a “Meeting of Councillors”

until the July meeting in order to be available to respond to the needs of the

community of Headbourne Worthy and Kings Barton. The Chair confirmed that

the Clerk had delegated authority from the Council to make decisions as

necessary. Cllr Rutter encouraged Councillors to respond, through NALC or

WCC, to the Gvt consultation regarding virtual meetings. The Councillors

agreed to meet on 10th May 2021 via Zoom.

The meeting closed 8:30 pm. The Chair thanked the attendees.