

**Minutes for the Annual Meeting of Birdingbury Parish Council**  
**Tuesday 18<sup>th</sup> May 2021 in The Birbury, Birdingbury**

Meeting commenced 19:30 hrs

**1. Election of Chairman**

It was proposed by Cllr Cutts, seconded by Cllr Mrs Kendell and  
**RESOLVED** Cllr French be elected as Chairman of Birdingbury Parish Council.

**2. Acceptance of Office by the Chair.**

Cllr French signed the acceptance of office form; it was witnessed by the Clerk.

**3. Record of members present**

Cllrs French, Preston, Cutts, Morton and Cllr Mrs Kendell and Jackie Chapman (Clerk)

**4. Apologies and acceptance of reasons for absence**

None

**5. Declaration of Interest of Agenda Items**

None

**6. To receive Declarations of Interest from all Councillors**

The Clerk advised this item is not required, as there are no new Cllrs.

**7. Election of Vice Chairman**

It was proposed by Cllr Preston, seconded by Cllr Morton and  
**RESOLVED** Cllr Mrs Kendell be elected as Vice Chairman of Birdingbury Parish Council.

**8. Financial Arrangements**

- The Parish Council Asset list was circulated to all Councillors and noted. Cllr Mrs Kendell queried why the insurance for the Bus Shelter is less than it cost to build initially.

Clerk to check

- Cheque Signatories – all Cllrs apart from Cllr Mrs Kendell are bank signatories, Cllr Mrs Kendell to be added to the mandate.
- Leases were noted, no changes/update required.

**9. Dates of Meetings**

It was agreed the meetings will continue to be held on the third Tuesday of the month throughout the year except for August and December when there is no meeting. The dates will be 15<sup>th</sup> June 2021, 20<sup>th</sup> July 2021, August 2021 – no meeting, 21<sup>st</sup> September 2021, 19<sup>th</sup> October 2021, 16<sup>th</sup> November 2021, December 2021 – no meeting, 18<sup>th</sup> January 2022, 15<sup>th</sup> February 2022, 15<sup>th</sup> March 2022, 19<sup>th</sup> April 2022, 17<sup>th</sup> May 2022 (Annual Parish Meeting followed by normal Parish Meeting).

All meetings will be held in The Birbury, unless notified differently.

Clerk to notify The Birbury's Bookings Secretary.

**10. To agree representatives on any other bodies**

- Birbury Management Committee – Cllr French
- Firework Committee – Cllr Cutts

**11. To agree to review the Parish Councils Standing Orders and Financial Regulations during the Financial Year 2019 – 2020.**

Agreed.

**12. Date of next Annual Parish Council meeting 17<sup>th</sup> May 2022**

The Meeting closed at 19:40hrs

Signed.....

Date .....