

MINUTE NUMBER	<p style="text-align: center;">MINUTES OF THE ANNUAL MEETING OF THE COUNCIL (AGM) OF NOCTON PARISH COUNCIL</p> <p style="text-align: center;">Held on Tuesday 8 May 2018 at 8pm at Nocton Village Hall</p>	ACTION
	<p>PRESENT: Cllr Ian Goldsworthy (Chair) elected at minute 1i., Cllr Elisabeth Murray Vice-Chair) elected at minute 1.ii., Cllr Jane Kania, Cllr MaryAnn Williams, Cllr Graham Jones, Cllr Michael Kaye, Cllr Neil Faulkner.</p> <p>Also present: Ruth Keillar (Clerk)</p> <p>There were seven members of the public present.</p>	
165	<p><u>ELECTION OF CHAIR AND VICE-CHAIR FOR THE COUNCIL YEAR 2017-2018.</u></p> <p>i. It was proposed by Cllr Murray, seconded by Cllr Kania and it was RESOLVED that Cllr I Goldsworthy be elected as Chairman of the Council.</p> <p>ii. It was proposed by Cllr Kaye, seconded by Cllr Williams and it was RESOLVED that Cllr E Murray be elected as Vice-Chair of the Council.</p>	
166	<p><u>TO RECEIVE APOLOGIES AND REASON FOR ABSENCE</u></p> <p>None received</p>	
167	<p><u>TO RECEIVE DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA</u></p> <p>None received</p>	
168	<p><u>MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL HELD 10 MAY 2016</u></p> <p>It was noted that the minutes had been accepted and signed at the meeting of 14 June 2016 – minute reference 5.</p>	
169	<p><u>APPOINTMENT OF REPRESENTATIVES TO LOCAL AND OTHER ORGANISATIONS</u></p> <p>The Parish Council made the following appointments to local and other organisations:</p> <p>a) Cllr Williams - Nocton Village Hall Management Committee.</p> <p>b) Cllrs Goldsworthy and Murray - Nocton and Potterhanworth Joint Neighbourhood Plan Steering Group</p>	
170	<p><u>ADOPTION OF POLICY AND PROCEDURES</u></p> <p>It was agreed to re-adopt the following Council Policies and Procedures for the Council Year 2018/19:</p> <p>a) Code of Conduct (updated – copy attached)</p> <p>b) Standing Orders (updated – copy attached)</p> <p>c) Financial Regulations (updated – copy attached)</p> <p>d) Communications Policy (updated – copy attached)</p> <p>e) Audio Recording at Meetings (new policy)</p> <p>f) Equality & Diversity Policy</p> <p>g) Disciplinary, Dismissal and Grievance Procedure</p> <p>h) Complaints Procedure</p> <p>i) Bullying and Harassment/Dignity at Work Policy</p> <p>It was noted that due to new General Data Protection Regulations, coming into force on 25th May 2018, the following policies and any additional supporting policies, will be updated when all relevant information has been received:</p> <p>j) Data Protection & Information Security Policy</p> <p>k) Freedom of Information</p>	
171	<p><u>ALLOCATION OF PORTFOLIOS TO PARISH COUNCILLORS</u></p>	

	<p>It was proposed by Cllr M. Williams, seconded by Cllr G. Jones and it was RESOLVED that the following portfolios/areas of interest be allocated to individual Councillors as follows:</p> <p>Financial Matters, Budget and Policy Cllr Goldsworthy</p> <p>Nocton School, Young People and Publicity and Promotions Cllr Kania</p> <p>Nocton Hall, Crime and Prevention Cllr Jones</p> <p>Traffic and Highways and Arts Cllr Williams</p> <p>Nocton Park Cllr Faulkner</p> <p>Village Hall and Social Club Cllr Williams</p> <p>Planning Cllr Kaye</p> <p>Neighbourhood Plan Cllr Murray</p>	
172	<p><u>APPOINTMENT OF SUB-COMMITTEES AND WORKING GROUPS</u></p> <p>The Parish Council made the following appointment to Sub-Committees and Working Groups:</p> <p>a) Nocton Village Hall Rebuilding Working Group All members were appointed to serve on the NVHRWG. The VHMC and Social Club will also be invited to attend meetings</p>	
173	<p><u>DATES OF MEETINGS</u></p> <p>It was agreed that meetings of the Parish Council will be held on the following dates during the remainder of 2018 and in 2019:- Tuesday 22 May (Annual Parish Meeting), followed by an Extra-Ordinary meeting of the Parish Council.</p> <p>2018: Tuesdays 12 June, 10 July, 14 August (<i>tbc</i>), 11 September, 9 October, 13 November, 11 December. 2019: Tuesdays 8 January, 12 February, 12 March, 9 April.</p>	
174	<p><u>CHAIR'S ANNUAL REPORT 2017/18</u></p> <p>The Parish Council received the Chair's Annual Report 2017/18 (copy attached to the signed copy of these minutes).</p> <p>The Chair placed on record his appreciation of the commitment shown by the Parish Clerk, Village Keeper and all Parish Councillors to the work of the Parish Council and to the wider community.</p>	
	<p>There being no further business the Chair closed the meeting at 7:15 pm</p>	

Chair.....I. GOLDSWORTHY...

Date..... 12 JUNE 2018....