

**MINUTES OF THE ANNUAL MEETING OF WESTMILL PARISH COUNCIL HELD IN WESTMILL VILLAGE HALL on Wednesday 19 May 2021 immediately following the Annual Parish Meeting**

**Councillors: Michael McRae (Chair)**

**Winston Pickup**

**Anne Downes**

**Ray Partridge**

**Officer attending: Sarah Kubica (Clerk and RFO)**

**Present: 1 member of the public**

**Present: Cllr Jeff Jones**

**Election of Chair 2021/2022**

**21.029** Cllr McRae was proposed by Cllr Pickup and seconded by Cllr Partridge. There being no other nominations Cllr McRae was elected unanimously.

**Chair to sign Declaration of Acceptance of Office as Chair**

**21.030** Cllr McRae signed the Declaration of Acceptance of Office as Chair.

**Apologies for absence and approval**

**21.031** Received from Cllr King and approved. Cllr McRae shared that Cllr Bowtell has resigned from post and recognised her contributions over the last 14 years.

**21.032** Minutes of Annual Meeting of Westmill Parish Council held on 20 May 2020 were accepted unanimously

**21.033** Adopt the following Statutory Documents:

- Standing Orders approved unanimously
- Code of Conduct approved unanimously
- Financial Regulations approved unanimously
- Risk Assessment approved unanimously
- Register of Assets approved unanimously
- Complaints Procedure approved unanimously
- Freedom of Information approved unanimously
- NEW Accessibility Statement (shared by email and approved unanimously)

**21.034** The Annual Meeting of Westmill Parish Council closed at 7.27pm