

## **BURTON SALMON PARISH COUNCIL**

Minutes of the Annual Meeting of the Council held on 27<sup>th</sup> May 2021 at 6:45pm in the Village Hall, Main Street, Burton Salmon.

### **1/21 Appointment of Chairman.**

Cllr Foster was nominated and elected as Chairman and signed the declaration of acceptance of office

### **2/21 Appointment of Vice Chairman.**

Cllr Raine was nominated and elected as Vice Chairman and signed the declaration of acceptance of office

### **3/21 Present - Cllr Foster, Cllr Raine, Cllr Greene, Cllr Tait, Cllr Edis, Cllr Bell, Clerk Meir.**

**Apologies** – District Cllr Mackman and County Councillor Pearson

### **4/21 Appointment of Council representatives –**

**4/21.1 Burial Committee** – Cllr Greene and Cllr Edis were appointed as the Council representatives.

**4/21.2 Community Engagement Forum** – This has been disbanded.

**4/21.3 Brotherton Quarry Community Liaison Committee** – Cllr Greene was appointed as the Council representative.

### **5/21 Review of Financial Regulations - It was resolved to approve the Financial Regulations.**

### **6/21 Review of Standing Orders - It was resolved to approve the Standing Orders.**

### **7/21 Review of Complaints Procedure - It was resolved to approve the Complaints Procedure.**

### **8/21 Review of Document Retention and Disposal Policy - It was resolved to approve the amendment to the Document Retention and Disposal Policy.**

### **9/21 Review of Risk Assessment - It was resolved to approve the Risk Assessment.**

### **10/21 Review of Insurance Cover - It was resolved to approve the renewal of the insurance policy**