**RYBURGH PARISH COUNCIL**

**ANNUAL PARISH COUNCIL MEETING**

 **MINUTES**

Minutes are in draft until approved at a subsequent meeting

**10th May 2021**

**Parish Clerk and RFO: Patsy Adams**

Present: Cllr Elizabeth Savory (Chairman), Cllrs: N Dandy, I Wilson, J Binstead. K Wilson. H Plattin

 In attendance, P Adams (Clerk.) Two members of the public

The meeting began at 7.09 pm

1. **APPOINTMENT OF CHAIRMAN.** Cllr Plattin nominated Cllr Savory, seconded by Cllr Binstead Vote: Unanimous.
2. **CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE.** Cllr Savory confirmed her acceptance of Office. The Declaration will be signed at the next meeting
3. **Appointment of the Vice-Chairman.** Cllr Kate Wilson resigned as Vice Chairman. Cllr Savory (Chairman) nominated Cllr Dandy, seconded by Cllr I Wilson. Vote: Unanimous.
4. **THE VICE CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE** Cllr Dandy confirmed his acceptance of Office. The Declaration will be signed at the next meeting.
5. **APOLOGIES FOR ABSENCE.** None
6. **DECLARATIONS OF INTEREST -** *To receive declarations of interest on agenda items* None.
7. **MINUTES** - *To approve the minutes of the previous meetings held on 6th April 2021.* Deferred until the June meeting.
8. **OPEN SESSION FOR MEMBERS OF THE PUBLIC, COUNTY AND DISTRICT COUNCILLORS AND THE POLICE.** No comments were received.
9. **TO RECIEVE UPDATES ON ITEMS FROM THE LAST MEETING:**

 **An update on the Culvert.** Cllr Dandy (Vice-Chairman) informed the meeting that the temporary orange fence in front of the culvert has still not been replaced. The issue has been outstanding for two years. It was agreed that highways issues generally are not being attended to. After consideration it was agreed that a separate log would be kept of ongoing Highways issues and that the Highways section of the agenda will be moved to the section under ‘County Council’ Cllr Dandy (Vice-Chairman) will monitor the progress. When TRO’s are issued the Clerk will contact Highways, the Licensing Office and Cllr Aquerone to make them aware of the difficulties the Parish faced when road closures are protracted.

 **NDP –** The Referendum Result: 213 for and 32 against. The Chairman and the members expressed their gratitude to Mike Rundle and the Members of the NDP committee for their hard work. During the next stage the NDP will be scrutinised by NNDC Cabinet for compliance.

 **THE FOOTPATH** (from the Bridge). Cllr I Wilson asked for consent to proceed and this was granted. The Clerk was asked to check on the public liability position.

1. **TO RECIEVE AN UPDATE REGARDING THE PARISH ELECTION TO BE HELD ON 27thMay**. The Clerk confirmed the process. There are two candidates. After the election, Members agreed that notices will be posted advertising co-option to fill the remaining two spaces. Applicants will be interviewed prior to the June meeting. The unsuccessful applicant will be offered the opportunity to attend a co-option interview. The co-option will take place at the June meeting.
2. **FINANCE AND GOVERNANCE.** *To receive an update from the Clerk regarding the audit process for 2021. The Clerk outlined the procedure for the 2021 Audit requirements*
3. **Matters that have arisen since the publication of the agenda**. Members agreed the following: A £50 payment will be forwarded to the taxi scheme. The Clerk’s request to contribute 25% of the cost of a new printer was approved. A request from the Wildlife Group for £49 to cover the purchase litter picking equipment (proposed b Cllr K Wilson) Note – Cllrs NeilDandy and Ian Wilson did not vote)
4. **ITEMS FOR THE NEXT AGENDA** As above
5. **TO NOTE THE DATE OF THE NEXT MEETING 21st June 2021 at 7pm**
6. **TO CLOSE THE MEETING**. There being no further business the Chairman closed the meeting at 8.12pm