

**THE MINUTES OF THE ANNUAL GENERAL MEETING OF EASINGTON
VILLAGE PARISH COUNCIL HELD ON MONDAY 17th MAY 2021**

Present: Councillor L Morton (Chair)
Councillors W S Day, J Lee, A Lumsden, T Murray and A Robson

Staff: Mrs G M Crute (Parish Clerk) and Mrs K Hall (Admin Assistant)

EVPC **ELECTION OF CHAIRMAN**

21/22/001 A nomination was received for Councillor L Morton
RESOLVED: that Councillor Morton be ELECTED.

EVPC **CHAIRPERSON'S DECLARATION OF ACCEPTANCE OF OFFICE**

21/22/002 Councillor Morton signed the declaration of acceptance of office.
RESOLVED: that the declaration of acceptance of office be
ACCEPTED.

EVPC **ELECTION OF VICE CHAIRMAN**

21/22/003 A nomination was received for Councillor W S Day
RESOLVED: that Councillor Day be ELECTED Vice-Chairperson for
the forthcoming year.

EVPC **TO RECEIVE THE REPORT OF THE CHAIRMAN OF THE
PARISH COUNCIL FOR THE CIVIC YEAR 2020/21**

21/22/004

The restrictions imposed over the past year 2020/21 has limited
the Parish Council to the minimum amount that we could do.

We continued to have meetings virtually with mixed success,
however, thanks to the staff for combining home and office
working to ensure we remained operational. Seaton Holme
remained closed with priority being on keeping our tenants safe
and businesses intact.

The opportunity to decorate the inside and out filled the time up
for all the staff.

The play equipment on the Green was successfully installed and
has been a huge success.

The shock new of the passing of Joan Andrews brings a great
sorrow to all members of the Parish Council and our condolences
to her family. Members stood outside of Seaton Holme as the
cortege passed to say their own farewells.

The retirement of Mavis Burn our longest serving member came as
a shock, she has been an inspiration to so many over the years
the debt to her years of service cannot be calculated, deepest
thanks and hope you and Les make the most of it.

Thanks to Gaynor Crute for a responsible job well done and thanks to all Members for their part in this trying year.

RESOLVED: that the report of the Chairman, be RECEIVED.

EVPC
21/22/005

TO NOTE THE MINUTES OF THE ANNUAL GENERAL MEETING
held on 13th May 2019.

RESOLVED: to NOTE the minutes.

EVPC
21/22/006

TO APPOINT PERSONS TO PARISH COUNCIL COMMITTEES AND SUB-COMMITTEES

Cemetery and Grounds Committee (5 Members)

RESOLVED: that Councillors W S Day, J Lee, L Morton, T Murray and A Robson be appointed to the Cemetery and Grounds Sub-Committee

Staffing Committee (5 Members)

RESOLVED: that Councillors J Lee, L Morton and A Robson appointed to the Staffing Committee.

Appeals Committee (4 Members)

RESOLVED: that Councillors W S Day, A Lumsden and T Murray be appointed to the Appeals Committee

EVPC
21/22/007

TO REVIEW STANDING ORDERS AND FINANCIAL REGULATIONS

RESOLVED: that the Standing Orders and Financial Regulations be APPROVED and ADOPTED.

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EVPC
21/22/008

TO REVIEW AND ADOPT COUNCIL POLICIES

- a) Annual Leave Procedure
- b) Social Media Acceptable Use Policy – to ~~approved~~approve

Members gave consideration to the review of the above Council Policies which were APPROVED and ADOPTED.

EVPC
21/22/009

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

- a) East Durham Area Action Partnership
RESOLVED that Councillors A Lumsden, L Morton, T Murray Plus the Clerk be the Parish Council's representatives.
- b) Easington Area Association of Parish and Town Councils
RESOLVED that Councillor W Day plus the Clerk be the Parish Council's representatives.
- c) Small and Medium Council's Forum
RESOLVED that Councillors J Lee plus the Clerk be the Parish Council's representatives.
- d) Easington Village Allotment Association
RESOLVED that Councillor L Morton be the Parish Council's representative.

EVPC
21/22/010 **TO CONSIDER PAYMENT OF ANNUAL SUBSCRIPTIONS**
Members gave consideration to the payment of the annual subscriptions which had been previously circulated.
RESOLVED: that the payments be AUTHORISED.

EVPC
21/22/011 **TO APPOINT CHEQUE SIGNATORIES**
RESOLVED that:-

- i) Councillors J Lee, L Morton, A Robson and T Murray be APPOINTED as cheque signatories to the Barclays accounts;
- ii) Councillors J Lee and A Robson be APPOINTED signatories to the new bank account

EVPC
21/22/012 **TO APPOINT KEYHOLDERS**
a) Seaton Holme
RESOLVED: that the Clerk, Caretaker, Administration Assistant and Chairman be APPOINTED as keyholders.
b) Cemetery
RESOLVED: that the Cemetery Superintendent and Cemetery Assistant/Groundsman by APPOINTED as keyholders.

EVPC
21/22/013 **MEETING DATES FOR 2021/22**
Members gave consideration to meeting dates for 2021/22 which had been previously circulated.
RESOLVED that the meeting dates be APPORVED.

CERTIFIED TRUE RECORD

CHAIRMAN

DATE