

## LATTON PARISH COUNCIL MEETING

18 May 2021

Latton Parish Hall

at 7:30pm

### Councillors present:

Cllr P Rawsthorne (Chairman)  
Cllr R De'witt

Cllr D Lloyd (Vice-Chairman)  
Cllr K Johnson

**Others in Attendance:** Wiltshire Councillor Bob Jones

**Public and Councillor Question Time:** No questions were made.

### MINUTES

#### 21.01 Election of Chairman

It was proposed, seconded and carried that Councillor Rawsthorne be appointed as Chairman for the ensuing year. Councillor Rawsthorne accepted the position and signed the Declaration of Office

#### 21.02 Election of Vice- Chairman

It was proposed, seconded and carried that Councillor Lloyd be appointed as Vice-Chairman for the ensuing year. Councillor Lloyd accepted the position and signed the Declaration of Office.

#### 21.03 Acceptance of Office and Code of Conduct

The newly appointed Councillors had all signed their Acceptance of Office Forms. Members RESOLVED to permit Councillor Towner to sign his Declaration of Office at the Parish meeting to be held on 29 June 2021. which were Members RESOLVED to ADOPT Code of Conduct 2019.

#### 21.04 Apologies for Absence

Members ACCEPTED apologies from Councillor Towner who is away.

#### 21.05 Declarations of Interest

There were no declarations made.

#### 21.06 Dispensations

No requests for dispensation were received.

#### 21.07 Standing Orders

Members RESOLVED to ADOPT Standing Orders 2018.

#### 21.08 Financial Regulations

Members RESOLVED to ADOPT Financial Regulations 2019.

#### 21.09 Asset Register

Members considered the draft Asset Register, with the addition of the speed indicator solar panel and play area signs. The Asset Register of land and assets was APPROVED in accordance with Financial Regulations.

#### 21.10 Appointment of Bank Signatories

Members RESOLVED to appoint Councillors Rawsthorne and Lloyd as bank signatories and the Clerk, Tina Jones.

#### 21.11 External Audit 2021-2022

Members NOTED that for the ensuing year PKF Littlejohn LLP are the appointed External Auditors.

#### 21.12 Appointment of Internal External Auditors 2021-2022

Members APPROVED the appointment of Whitehill Business Services to act as the Council's internal auditors.

21.13

**Representatives to Other Bodies and Parish Duties 2021-2022**

Members RESOLVE that the following members be appointed to the following positions

| Name                                   | Currently                  |
|----------------------------------------|----------------------------|
| Cricklade & RWB Area Board             | Cllr Rawsthorne/Cllr Lloyd |
| Community Area Transport Group         | Cllr Lloyd                 |
| RWB & Cricklade Community Safety Forum | Cllr Johnson               |
| Facebook Administrator                 | Cllr Rawsthorne            |
| Floral Displays Co-Ordinator           | Cllr Rawsthorne            |
| Parish Newsletters                     | Cllr Lloyd                 |
| Play Area Inspections                  | Cllr Towner                |
| Play Area Waste Bin                    | Cllr Johnson               |
| Quarry Liaison Group                   | Cllr Rawsthorne            |
| Speed Indicator Device                 | Cllr Rawsthorne            |
| Speedwatch & Lorry Watch               | Cllr Johnson               |

21.14

**Review of On-line Register of Interests**

Members NOTED the requirement to review their on-line registration and the request to advice the Clerk, if any requirements or additions are required.

Meeting Closed at 7.38pm