

**MINUTES OF THE ZEALS ANNUAL PARISH COUNCIL MEETING
HELD AT THE VILLAGE HALL, ZEALS ON THURSDAY 4 MAY 2023**
<https://www.hugofox.com/community/zeals-parish-council-10408/home>

The meeting was opened at 6.25 pm

PRESENT: Cllrs C Spencer (Chair), J Gray, L D’Ambrumeni, M Gibbons, A Patch, D Corbin
Mrs F Hill (Clerk), and 5 members of the public present.

1. APOLOGIES FOR ABSENCE - None received.

2. DECLARATIONS OF INTEREST - None received.

3. ELECTION OF CHAIRMAN

Cllr Spencer stood down as Chairman and was re-elected as Chairman.

Proposed by Cllr D’Ambrumeni

Seconded Cllr Corbin.

Approved 5 – 0 – 1

Cllr Spencer signed the Declaration of Acceptance of Office.

4. ELECTION OF VICE-CHAIRMAN

Cllr Gray was elected as Vice-Chairman

Proposed by Cllr Spencer

Seconded by Cllr Gibbons.

Approved 5 – 0 – 1

Cllr Gray signed the Declaration of Acceptance of Office.

5. CO-OPTION OF COUNCILLOR

Paul Thomas having confirmed his eligibility for office was voted onto the Parish Council.

Proposed by Cllr Spencer

Seconded by Cllr Gray.

Approved 6 – 0 – 0

Cllr Thomas signed the Declaration of Acceptance of Office

6. MINUTES

The minutes of the Annual Parish Meeting on 12 May 2022 were approved and signed as a correct record.

Proposed by Cllr Gray

Seconded by Cllr Gibbons

Approved 7 – 0 – 0

7. POLICY REVIEW

The Standing Orders adopted 2013 were reviewed and approved

The Financial Regulations adopted 2014 were reviewed and approved

The Code of Conduct was reviewed and adopted

The Scheme of Delegation was reviewed and adopted

Proposal for the policies to be approved and adopted proposed by Cllr D’Ambrumeni

Seconded Cllr Patch.

Approved 7 – 0 – 0

8. CALENDAR OF MEETINGS 2023/24

- 27 July 2023
- 28 September
- 23 November 2023
- 25 January 2024
- 28 March 2024

Note: The minutes will be reviewed and formally ratified by the PC at the next Annual Parish Council Meeting.

- 23 May 2024
- 23 May 2023 Annual Parish Council Meeting
- 23 May 2024 Annual Parish Meeting

The meeting was closed at 6.30 pm.