**Minutes of the Annual Meeting of Saddleworth Parish Council held at the Civic Hall Uppermill on Monday 24 May 2021.**

**Present:** Cllr. B. Beeley (Chairman)

Cllrs: S. Al-Hamdani H. Bishop

 J. Battye M. Bingley

 P. Byrne J. Curley

 K .Dawson L. Dawson

J. Hudson R. Knotts

 L. Lancaster B. Lord

 P. Lord K. Phillips

 G. Sheldon D. Simpson.

 M. Woodvine

Revd. Natalie Hackett said prayers prior to the meeting.

**1589. Apologies for absence**

None received.

**1590. Minutes of the Annual Council Meeting held on 20th May 2019**

The minutes were approved and will be signed by the chairman following the lifting of Covid restrictions.

**1591. Confirmation of the appointment of Chairman for the year 2021/2022**

The election of Chairman, the investiture of Chairman and the Declaration by the Chairman were all agreed at the Full Council Meeting in July 2020 (Minute No. 2658)

 Confirmed and approved.

**1592. Presentation of Past Chairman’s Medallion**

Due to Covid restrictions, the presentation of medals was made from Cllr. Curley to Mrs. Curley and from Mrs. Curley to Cllr. Curley

**1593. Inaugural speech by the new Chairman**

Cllr. Beeley presided over the meeting. Cllr. Beeley said that the last 15 months had been extraordinary and was looking forward to a semblance of normality in the future.

She said that despite restrictions committees had continued to meet via Zoom. She welcomed the new councillors and thanked Rev. Hackett who will be her chaplain for the coming year. Cllr. Beeley thanked her fellow councillors for electing her and the clerk for her work throughout the pandemic.

*The full transcript of the speech is appended to these minutes.*

**1594. To confirm the appointment of the Vice Chairman**

The election of Chairman, the investiture of Vice Chairman- Cllr. Byrne and the Declaration by the Chairman were all agreed at the Full Council Meeting in July 2020 (Minute No. 2658)

 Confirmed and approved.

Cllr. Byrne thanked her fellow councillors for electing her as Vice Chairman.

She thanked the staff at the Civic Hall for their work and contributions.

The Vice Chairman’s lady, Ms. Harrison was invested with the Insignia of Office by the Vice Chairman.

**1595. A vote of thanks to the retired Chairman and his Lady for their services during the year**

Cllr. Beeley called upon Cllr. S. Al-Hamdani to propose a vote of thanks to the

 retired Chairman and retired Chairman’s lady, seconded by Cllr. Hudson.

**1596. Reply to the vote of thanks by the retired Chairman**

Cllr. Curley thanked the members of the Charity Committee for raising over £60,000 in the last 5 years. He recognised it had been a challenging year referring to the pandemic and loved one’s lost. He wished everyone a brighter year to come.

**1597. Annual Governance Statement for year ended March 2021**

It was resolved that the final accounts would be presented to the Finance Committee 21 July and then recommended to full council for approval on 26 July 2021

.It was proposed by Cllr. Lord and Seconded by Cllr. Hudson. The Annual Governance Statement was signed by the Chairman and the clerk.

**1598. Standing Orders Review**

Cllr. Lord proposed the adoption of the Standing Orders recommended by the Task & Finish Group 2021, seconded by Cllr. Phillips**.**

**It was resolved that the Standing Orders be adopted.**

**1599. Financial Regulations for the year 2021/2022**

Cllr. Lord proposed and Cllr. S. Al-Hamdani seconded that the Financial Regulations be adopted.

**It was resolved that the Financial Regulations be adopted.**

**1600. To accept the Statement of Internal Control of the Finance Committee.**

Cllr. B. Lord proposed and Cllr. S. Al-Hamdani seconded that the Statement of Internal Control be approved.

**It was resolved that the Statement of Internal Control be approved.**

**1601. To establish the Constitution of the Standing Committees of the Council for the year 2021 - 2022**

**Cllr. B. Lord proposed and Cllr. K. Phillips seconded and resolved that the Constitution of the Standing Committees be as follows:**

* + 1. Planning Committee (12)
		2. Finance Committee (9)
		3. Assets Management Committee (7)
		4. Communications Committee (5)
		5. Staffing Committee (5)
		6. Disciplinary Committee (5)
		7. Appeals Committee (5)
		8. Environment Committee (6) jointly with the District Partnership (3)
		9. Traffic & Transport Committee (9) Jointly with the District Partnership
		10. Strategic Planning Committee (9) Jointly with District Partnership
		11. Civic Functions Committee (6)

**1602. To appoint the Chairman and Vice Chairman of each Committee.**

Cllr. B. Lord proposed and Cllr. K. Phillips seconded and it was resolved to appoint Chairman and Vice Chairman as follows:

Planning Committee - Cllr. Knotts (CH) Cllr. Byrne (VC)

Finance Committee - Cllr Al-Hamdani (CH), Cllr B Lord (VC)

Assets Management Committee - Cllr G Sheldon (CH), Cllr P Lord (VC)

Communications Committee - Cllr Al-Hamdani (CH), Cllr L Lancaster (VC)

Planning Committee - Cllr Knotts (CH), Cllr Byrne (VC)

Staffing Committee Cllr P Lord (CH), Cllr G Sheldon (VC)

Environment Committee (Jointly with DP) Cllr Phillips (CH) +DP

Traffic & Transport Committee (Jointly with DP) Cllr K Dawson (CH) +DP

Strategic Planning Committee (Jointly with DP) Cllr Beeley (CH) +DP

Disciplinary Committee

Appeals Committee

Civic Functions Committee Chairman of the Council, Vice Chairman of the Council

**1603. To consider the calendar of meetings of the Council for the ensuing year.**

It was resolved that the calendar of meetings be accepted.

**1604. To appoint representatives on outside bodies.**

Cllr. S. Al-Hamdani proposed, Cllr. Hudson seconded and it was resolved that the appointment of representatives to outside bodies would be as follows:

* + 1. District Partnership (6)
		2. Standards Committee (1)
		3. Peak Park Parishes Forum (1)
		4. Millgate Arts Centre (2)
		5. Huddersfield Canal Society (1)
		6. District Partnership and Wellbeing (3)

 Representatives to Saddleworth Educational and other Charities:

* + 1. Hawkyard & Whitehead Educational Foundation (2)
		2. Trustees of the Rochdale United Charity (2)

**1605. To approve the Bank Account authorised signatories for 2021/2022**

Two signatories are required for each cheque. It was proposed by Cllr. S. Al-Hamdani and seconded by Cllr. B. Lord and resolved that the authorised signatories would be as follows:

Chairman of the Council (Cllr. Barbara Beeley)

Vice Chairman of the Council (Cllr. Pam Byrne)

Chairman of the Finance Committee (Cllr. Sam Al-Hamdani)

Vice Chairman of the Finance Committee (Cllr. Brian Lord)

Chairman of Assets Management Committee (Cllr. Graham Sheldon)

Clerk to the Council (Mrs. Sharon Hibbert)

**1606. To approve the Accounts for Payment for April 2021**

It was proposed by Cllr. S. Al-Hamdani and seconded by Cllr. B. Lord and it was resolved that the list of accounts for payment for April be approved. There were no payments made in accordance with Section 137 and 139 of the Local Government Act 1972. The accounts will be signed off by the Chair with the May accounts at the June Council meeting.

**Total Income £ 13,581.01 Total Expenditure £14,288.49**

Cllr. Beeley closed the meeting.