**MINUTES OF THE ANNUAL COUNCIL MEETING OF INGESTRE WITH TIXALL PARISH COUNCIL**

**on Wednesday, 8 May 2024, at 7.30pm in Tixall Village Hall**

**Present:** Cllrs: Mr Malcolm Sindrey (Chairman), Mrs Jane Tinniswood, Dr Patricia Parrott and Mr Keith Palmer representing Tixall. Cllrs D Lees and Mrs Judy Eccleshall represented Ingestre.

SBC Cllr Mrs F Beatty.

**35/24 Apologies:** Vice Chairman Cllr Mrs S Haenelt – family commitment and SBC Cllr Ms K Aspine – meeting clash. It was resolved to accept the Apologies as received.

**36/24 ELECTION OF CHAIRMAN FOR 2024/25** – Cllrs unanimously nominated Malcolm Sindrey, who accepted and was confirmed as Chairman for the next 12 months. Acceptance of Office was signed.

**37/24 ELECTION OF VICE CHAIRMAN FOR 2024/25** – Cllrs unanimously nominated Sue Haenelt, who was confirmed as Vice Chairman for the next 12 months, in her absence.

**38/24 INSURANCE 2024/25**

**a.** Insurance details for 2024/25 had been fully considered by all Cllrs in advance of the meeting and it was resolved to accept the premium as provided by Zurich for 2024/25 at an annual cost of £273.84.

**39/24 REVIEW OF STANDING ORDERS**

**a.** Document was reviewed. Clerk advised template document is pending revision by NALC, once reviewed this will be presented to full Council for formal adoption in due course. In the meantime, it was resolved that the current document remains fit for purpose.

**40/24 REVIEW OF DRAFT COMPLAINTS AND PUBLICATION POLICY DOCUMENTS**

**a.** **Complaints Policy** – DRAFT Policy, as presented by the Clerk, was reviewed and formal adoption was approved. Clerk will update Parish website accordingly.

**Action - Clerk**

**b. Publication Policy** – DRAFT Policy, as presented by the Clerk, was reviewed. It was resolved to revise the charge for copies of documents, if requested, to 50p per A4 black/white copy only. Policy was formally adopted, subject to the agreed change being made, which Clerk will process and update Parish website accordingly.

**Action - Clerk**

**41/24 REVIEW OF RESOURCES COMMITTEE**

**a.** Current membership: Cllrs Mrs Tinniswood and Dr Parrott. It was resolved to retain current membership for a further 2 years, to allow new Cllrs to gain more experience. Membership to be reviewed in 2026.

**42/24 DATE OF 2025 MEETING**

**a.** 14 May 2025 was approved for next Annual Council meeting.

Meeting concluded at 19.45pm