

THE IVERS PARISH COUNCIL

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MINUTES OF THE MEETING OF THE ANNUAL STATUTORY COUNCIL MEETING HELD ON 15 MAY 2023 AT 7.00PM IN THE JUBILEE PAVILION, IVER RECREATION GROUND SL0 9PW.

Present: Councillors Ciarán Beary, Sam Bhachu, Mohinder Bhatti, Adam Burke, Julie Cook, Vishal Gupta, Sarah Hutchins, Peter Kinchin, Wendy Matthews, Stuart Mills and Graham Young.

In attendance: Karen Crowhurst (Locum Clerk)
Jeremy Day (Deputy Clerk)
No members of the public

001/23 ELECTION OF CHAIR

- a. To elect a Chair of Council

A nomination was received for Cllr Beary to be Chair of Ivers Parish Council which was proposed by Cllr Kinchin and seconded by Cllr Matthews.

A further nomination was received for Cllr Cook to be the Chair of Ivers Parish Council. This was proposed by Cllr Gupta and seconded by Cllr Mills.

The meeting moved to a vote to elect Cllr Beary as Chair the result of which was 8 for and 3 against, therefore **resolved** that Cllr Beary be duly elected as Chair to The Ivers Parish Council for the municipal year 2023-2024.

No vote was taken to elect Cllr Cook.

- b. Elected Chair to sign the Declaration of Office of Chair
Cllr Beary signed the Declaration of Acceptance of Office form.

002/23 ELECTION OF VICE CHAIR

To elect a Vice Chair of Council

A nomination was received for Cllr Kinchin to be Vice Chair this was proposed by Cllr Beary and seconded by Cllr Bhachu.

A further nomination was received for Cllr Cook to be the Vice Chair of The Ivers Parish Council. This was proposed by Cllr Gupta and seconded by Cllr Mills.

The meeting moved to a vote to elect Cllr Kinchin as Vice Chair the result of which was 8 for and 3 against, therefore **resolved** that Cllr Kinchin be duly elected as Chair to The Ivers Parish Council for the municipal year 2023-2024.

No vote was taken to elect Cllr Cook.

003/23 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Brooksby, Cllr Stanhope and Cllr Sullivan

004/23 DECLARATIONS OF INTEREST

- c. To note any declaration of interest made by Members in connection with an Agenda item. Members to specify the nature of the interest.

No declarations were received.

- d. To receive any written requests for dispensations for disclosable pecuniary interests.
- e. To grant any requests for dispensation as appropriate.

There were no written or granting of dispensation requests.

005/23 PUBLIC PARTICIPATION

An Open Session will be held for members of the public who may ask questions or submit comments about agenda items/parish council matters. Parish Councillors may also make comment at this time. If there is a representative from Thames Valley Police, and/or a Buckinghamshire Council Member in attendance, there will be an opportunity for them to report on any relevant matter or ask/answer questions. Each person speaking will usually be limited to three minutes. Duration of this part of the meeting usually to be no longer than fifteen minutes.

Questions and representations can be submitted to the meeting via the Clerk who will read these out. If you wish to address council or ask a question and do not wish to attend the physical meeting, or are not able to attend, you can submit questions in writing or via email to the Clerk no less than 1200 on the day of the meeting.

There was no public participation.

At 7.06pm Cllr Mills left the meeting.

006/23 COMMITTEE APPOINTMENTS

To agree councillor appointments to committees. See Appendix 6 for the list of committees and number of appointments.

Facilities and Events Committee. It was **resolved** that the Committee Membership be changed to 7.

It was further **resolved** that Cllr Beary, Cllr Cook, Cllr Gupta and Cllr Stanhope be appointed to the Facility and Events Committee

Planning Committee. It was **resolved** that the Committee Membership be changed to 9.

It was further **resolved** that Cllr Beary, Cllr Bhatti, Cllr Bhachu, Cllr Burke, Cllr Cook, Cllr Hutchins, Cllr Kinchin Cllr Stanhope, and Cllr Young be appointed to the Planning Committee.

Open Spaces and Highways Committee. It was **resolved** that the Committee Membership be changed to 8.

It was further **resolved** that Cllr Beary, Cllr Burke Cllr Cook, Cllr Hutchins, Cllr Kinchin Cllr Matthews, Cllr Stanhope and Cllr Young be appointed to the Open Spaces and Highways Committee.

Staffing Committee. It was **resolved** that the Committee Membership be changed to 5 Members.

It was further **resolved** that Cllr Beary, Cllr Cook, Cllr Gupta, Cllr Matthews, Cllr Stanhope and Cllr Young be appointed to the Staffing Committee.

007/23 MINUTES

To consider and approve the minutes of the meeting held on 17th April 2023. See Appendix 7.

It was **resolved** that the minutes of the Council meeting held on 17th April 2023 be accepted as a true and accurate record of the meeting.

008/23 CHAIR ANNOUNCEMENTS

The Chair commended the success of the recent Coronation events. The Chair extended gratitude to the Unitary Councillors, volunteers and residents who made.

the event so successful.

The Chair drew attention to Civility and Respect and encouraged those Members who were not able to attend the recent face to face training sessions to sign up to the virtual session hosted by Buckinghamshire Association of Local Councils and take note of what is being taught.

The Chair drew attention to respect and requested that all are respectful of each other and reminded Members that they are not to micro-manage officers and staff.

009/23 WORKING GROUP APPOINTMENTS

To agree councillor appointments to the Christmas Lights and Event Working group (previously 6 councillors with community representatives).

It was **resolved** that 6 Members be appointed to the above Working Group and the following Members being appointed. Cllr Bhachu, Cllr Burke, Cllr Cook and Cllr Gupta.

010/23 EXTERNAL BODY APPOINTMENTS

To agree councillor appointments to the external bodies listed on Appendix 8

The following appointments were made.

Iver Village Hall Management Committee

Cllr Adam Burke

Iver Heath Village Hall Management Committee

Cllr Julie Cook

Cllr Vishal Gupta

Cllr Peter Stanhope

Local Authorities Aircraft Noise Council

No appointments were made.

George Green Quarry Liaison Committee

No appointments were made.

Colne Valley Park

Cllr Ciarán Beary

Cllr Cook

Lakeside Liaison Group

Cllr Wendy Matthews

Pinewood Liaison Group

It was agreed to defer this appointment.

Cemex Liaison Group

Cllr Peter Kinchin

Cllr Sarah Hutchins

Good Neighbours Scheme

Cllr Ciarán Beary

Thorney Park Community Forum

1 councillor

South Buckinghamshire Association of Local Councils

Cllr Julie Cook

Cllr Vishal Gupta

Cllr Wendy Matthews

Wexham and Ivers Community Board

Cllr Ciarán Beary

Cllr Vishal Gupta

Cllr Peter Stanhope

Ivers Action Group

All parish councillors are invited to attend and do so as individuals not as representatives of the Parish Council.

011/23 GENERAL POWER OF COMPETENCE

*Recommendation: The Parish Council is not eligible to have the General Power of Competence
It is recommended that the members invoke the General Power of Competence*

It was **resolved** to record that The Ivers Parish Council accepts it is not eligible to exercise the General Power of Competence.

012/23 COMMITTEE MINUTES

- f. Minutes of the Planning Committee Meeting held on 11 April 2023. See Appendix 9.

It was agreed to accept the minutes of the Planning Committee Meeting held on 11. April 2023.

013/23 POLICIES FOR ADOPTION

- a. The Ivers Parish Council Standing Orders

It was **resolved** to make the following amendments:

1. The ceiling for tenders be changed from £25,000 to £30,000.
2. To remove applicable from meetings generally.
3. To delete the Terms of Reference.

It was then further **resolved** to accept and adopt the Standing Orders with the amendments.

- b. The Ivers Parish Council Financial Regulations

It was **resolved** to change the amount of £25,000 to £30,000 to the Tender process.

- c. The Ivers Parish Council Code of Conduct

It was **resolved** to accept and adopt the Code of Conduct.

- d. The Ivers Parish Council Scheme of Delegation

It was agreed to defer the Scheme of Delegation.

014/23 TO APPOINT A WORKING GROUP TO REVIEW LISTINGS ON THE BUCKINGHAMSHIRE'S COMMUNITY ASSET LIST

Purpose: To make recommendations to Council to list or re-list any other assets in the Parish and to consider recommendations to Council should a listed Community Asset become available for sale.

After some discussion and debate it was **resolved** that the Community Asset Review come under the remit of the Neighbourhood Plan Working/Steering Group.

015/23 FINANCE

- g. To receive the Accounts for Payment for April 2023. See Appendix 15.

It was **resolved** to accept and receive the accounts for payment for April 2023 at a total of £60,931.37.

016/23 ANNUAL RETURN & FINAL ACCOUNTS 2022-2023 – FINAL ACCOUNTS DOCUMENT AND COPY OF AUDIT FORM PREVIOUSLY CIRCULATED

- a. To approve the end of year accounts 2022-23 – See Appendix 16a.

A recorded vote was requested to approve the annual accounts, a vote was taken by a show of hands the result of which was:

For: Cllr Beary, Cllr Bhatti, Cllr Bhachu, Cllr Burke, Cllr Hutchins, Cllr Kinchin, Cllr Matthews and Cllr Young.

Against: Cllr Cook and Cllr Gupta.

It was then **resolved** that the end of year accounts be approved and accepted.

- b. End of year bank reconciliation(s)

It was then **resolved** that the end of year bank reconciliations be approved and accepted.

- c. Approve section 1 – Annual Governance Statement – See Appendix 16b.

The meeting moved to a vote by a show of hands. The result of which was 8 for and 2 against, it was then **resolved** to approve section 1 Annual Governance Statement.

- d. Approve section 2 – Accounting Statements

The meeting moved to a vote by a show of hands. The result of which was 8 for and 2 against, it was then **resolved** to approve section 2 Accounting Statements

- e. To sign the Audit form (AGAR) for submission to the External Auditors subject to the Internal Auditors approval

A recorded vote was requested to approve the annual accounts, a vote was taken by a show of hands the result of which was:

For: Cllr Beary, Cllr Bhatti, Cllr Bhachu, Cllr Burke, Cllr Hutchins, Cllr Kinchin, Cllr Matthews and Cllr Young.

Against: Cllr Cook and Cllr Gupta

- f. To consider whether the Ivers Parish Council has effective control measures in place for finance and audit.

The meeting moved to a vote by a show of hands. The result of which was 8 for and 2 against, it was then agreed that The Ivers Parish Council has effective control measures for finance and audit in place.

017/23 EXCLUSION OF THE PRESS AND PUBLIC

To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are confidential)

It was **resolved** to exclude any members of the press and public.

7.38pm Standing Orders were suspended.

7.39pm Standing Orders were reinstated.

018/23 INSURANCE

The Locum Clerk and Deputy Clerk apprised members of the meeting held with the insurance broker. Members referred to the confidential report and **resolved** to delegate authority to the Officers to agree the final insurance arrangements and premium. Members also **resolved** to enter 3-year long term arrangements.

The Locum Clerk left the meeting.

019/23 TO CONSIDER QUOTATIONS FOR THE RECRUITMENT OF CHIEF OFFICER/RFO

After some discussion and considering best value for money and not necessarily the cheapest, and the meeting moving to a vote by a show of hands, the outcome of which was 8 For and 2 Against It was **resolved** to appoint The Local Government Resource Centre as stated in the proposal to oversee the recruitment of the Chief Officer/RFO.

There being no further business closed at 7.52pm.