

# BADINGHAM PARISH COUNCIL

Minutes of the **Council Meeting** held on Friday 3<sup>rd</sup> December 2021 at 10.00 am  
in Badingham Village Hall, Low Street, Badingham IP13 8JT

Members: Cllr. S. Frost Cllr. D. Horrocks Cllr. R. Welham

## **01/21 Election of the Chair of the Parish Council**

Cllr. Frost invited nominations for the position of Chair for the remainder of the municipal year. Cllr. Frost was proposed by Cllr. Horrocks and seconded by Cllr. Welham. **It was unanimously RESOLVED that Cllr. Sonia Frost be appointed Chair of the Parish Council for the municipal year.**

## **02/21 Election of Vice Chair**

The Chair invited nominations for the position of the Vice-Chair. Cllr. Horrocks was proposed by Cllr. Welham and seconded by Cllr. Frost. **It was unanimously RESOLVED that Cllr. Duncan Horrocks be appointed Vice-Chair of the Parish Council for the municipal year.**

## **03/21 Apologies for Absence**

There were no apologies for absence although Mr. Mountain was unable to be present for agenda item 5.

## **04/21 Declarations of Interest & Requests for Dispensation:**

There were no declarations of interest or requests for dispensation.

## **05/21 Co-option**

**It was unanimously RESOLVED to ratify the co-option to Council of Mr. Thomas Mountain and Mr. Maurice Bowe.**

## **06/21 Appointment of the interim Clerk/RFO**

The meeting was closed to the public and press in accordance with the Motion under the public Bodies (admission to meetings) Act 1960 to discuss the appointment of the interim Clerk.

During the closed session, all applications were discussed. Council **unanimously RESOLVED to offer K Forster the position of interim Clerk/RFO until a permanent Clerk/RFO could be appointed.** K Forster was asked to return to the meeting and she accepted the position and took up her post.

Councillors wanted to record their thanks to the outgoing Clerk – Mrs. Sue Piggott – for a fantastic job for 16 years both with the Council and the Village Hall. They wish her well in her retirement.

The Clerk asked the newly appointed Chair to sign the Declaration of acceptance of office which the Clerk then witnessed as the proper officer.

The Clerk asked newly co-opted Cllr. Bowe to sign the Declaration of acceptance of office which the Clerk then witnessed as the proper officer.

Cllr. Mountain will be asked to sign his declaration at the first meeting that he is able to attend.

## **07/21 Open Forum**

There were no members of the public present.

## **08/21 Appointment of the Internal Auditor**

**It was unanimously RESOLVED to appoint Heelis & Lodge to be the internal auditor for the year 2021/22.**

## **09/21 Current Banking Arrangements**

Badingham Parish Council currently banks with Barclays. The previous Clerk should be removed from the signature mandate and Cllrs. Horrocks, Mountain and Bowe have agreed to be added. **It was unanimously RESOLVED to amend the bank mandate as discussed.**

# BADINGHAM PARISH COUNCIL

**10/21 Clerks Computer**

The Clerk asked if she could purchase a computer with Microsoft Software (including Cloud Storage) with a printer and mouse and to set up a generic domain/email for the Clerk. **It was unanimously RESOLVED to set aside £500 (excl. VAT) to purchase the computer equipment as detailed above.**

**11/21 Date of Next Meeting**

It was agreed the next meeting should be Wednesday 5<sup>th</sup> January 2022.

The Meeting closed at 10.45 am.

Karen Forster

Clerk to Badingham Council

DRAFT