

**Minutes of the Annual Meeting of Ashby Parkland Parish Council held on Tuesday 4<sup>th</sup>  
May 2021 at 5pm conducted on 'Zoom'**

**Present: Cllr B Holloway  
Cllr C Waters, Cllr L Walker, Cllr P Devine, Cllr D Oldfield.  
In attendance: K Pickering (clerk)**

**1. ELECTION of CHAIRMAN**

Cllr B Holloway – proposed by Cllr D Oldfield, seconded by Cllr C Waters.  
**ELECTED UNOPPOSED.**

**2. ELECTION of VICE-CHAIRMAN**

Cllr C Waters – proposed by Cllr D Oldfield, seconded by Cllr B Holloway.  
**ELECTED UNOPPOSED.**

**3. Apologies for absence – Ward Councillor J Walshe**

**4. Declaration of Interest on any agenda item**

K Pickering – clerk – Item 5

**5. Review of clerks salary and allowances:**

- a) Clerks salary – National increase for 2021/22 has not yet been agreed. Once this has been formalized the clerk will ask the Internal Auditor to ratify the increase and it will be implemented accordingly.
- b) Clerks travel allowance – currently set at £18 per meeting.  
The clerks travel allowance will remain at £18 per meeting for 2021/2 – once face to face meetings are re-introduced. This is likely to be the case for the July meeting.

**6. To receive and confirm the following policies :**

- a) **Risk Assessment** – Received and accepted unanimously.
- b) **Standing Orders and Financial Regulations** – Received and accepted unanimously.
- c) **Insurance Policy** – The clerk explained that the council insurance policy is a standard local council policy with Zurich Insurance and is adequate for the parish councils needs. This will be renewed in June 2021.
- d) **Asset Register** – Received and accepted unanimously – the only asset being the 2 parish notice boards.