

MARSKE AND NEW FOREST PARISH COUNCIL

Clerk to the Council – MRS Charlotte Smith
Telephone: 07557997285 Email: clerk@marskeandnf-pc.org.uk

Minutes of the Annual Meeting of the Council held in St Edmunds Church on Thursday 21st May 2026

Present: Cllr Meredith (Chairman) Cllr Maxwell Cllr Ridley Cllr Villiers
Cllr M Wallis **Clerk:** MRS C Smith **4 Members of the Public**

26.15 Election of Officers

- a. The Council resolved to elect Cllr Naomi Meredith as Chairman of the Council for the year 2026-27.
- b. The Council resolved to elect Cllr Stephanie Villiers as the Vice-Chair of the Council for the year 2026-27.

26.16 Declarations of Acceptance and Registration of Financial and Personal interests- The Chair signed the declaration and members confirmed no updates needed to their registers of interest.

26.17 Public Representations- None.

26.18 Apologies- Received from NY Cllr Yvonne Peacock.

26.19 Policy reviews & Adoption- The Council reviewed and adopted the following Council policies, procedures and practices in respect of its obligations:

- a. **Standing Orders**
- c. **Financial Regulations**
- d. **Code of Conduct**
- e. **Disciplinary, Grievance and Dismissal Procedure**
- f. **Freedom of Information**
- g. **Data Protection Policy**
- h. **Records management Policy**
- i. **Health and Safety Policy**
- j. **Biodiversity Policy**
- k. **IT Policy**

26.20 Internal control measures- The Council reviewed its current measures.

26.21 Asset Register- The Council review the inventory of land and other assets including. buildings and office equipment.

26.22 Insurance- The Council reviewed the current insurance cover and

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Confirmation of arrangements for insurance cover in respect of all insurable risks. No changes required.

26.23 Subscriptions

- a. Yorkshire Local Council's Association (YLCA)- The Council approved subscription for 2026-27.
- b. The Council resolved to appoint Cllr Villiers alongside the Clerk as voting representatives of the Parish Council, at the YLCA Branch meetings.

26.24 Standing Committees- Appointment of any new committees in accordance with standing order 4- No Committees required.

26.25 Scheme of Delegation- The Council reviewed the Scheme of delegation and no changes were required.

26.26 Meetings- The Council confirmed the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council. Meeting dates as follows:

Extra Ordinary meeting – Wednesday 10th June 2026

Ordinary meetings of the Council:

Wednesday 19th August 2026 - 7pm

Wednesday 2nd December 2026- 7pm

Wednesday 10th March 2027- 7pm

Wednesday 19th May 2027 -7pm