

AYLBURTON PARISH COUNCIL
Minutes of the Annual Council Meeting held on Tuesday 5 May 2026

PARTICIPATING:

Cllr Frankie Evans
 Cllr Mark Harvey
 Cllr Julie Tallis

ATTENDING:

Rachel Hales (Clerk)

No/ Ref	Item/Notes	Action
ACM01. 26/27	To receive any apologies for absence. <ul style="list-style-type: none"> • Cllr Mark Topping, Cllr Claire Shirley, Cllr Lorraine Haddrell and Cllr Daniel Tremayne. Accepted. 	
ACM02. 26/27	Election of the Chairman and Vice-Chair for 2026-27. <ul style="list-style-type: none"> • Cllr MH proposed Cllr Frankie Evans as chair, seconded by Cllr JT, unanimous vote in favour. • Cllr LH proposed as vice chair, seconded Cllr MR, unanimous vote in favour 	
ACM03. 26/27	3. Delivery by the Chairman/Vice Chairman all councillors of their acceptance of office forms of their acceptance of office forms. <ul style="list-style-type: none"> • Cllr FE signed Declaration of Acceptance of Office forms. 	
ACM04 26/27	4. To approve the minutes of the 2025 Annual Council Meeting. <ul style="list-style-type: none"> • The minutes were unanimously approved as accurate and signed by Cllr FE. 	
ACM05. 26/27	5. To review arrangements, including any charters, with other local authorities and to review contributions made to expenditure incurred by other local authorities. <ul style="list-style-type: none"> • Reviewed, no comments to make. 	
ACM06. 26/27	6. To review representation on or work with external bodies and arrangements for reporting back. <ul style="list-style-type: none"> • Reviewed, no comments to make. 	
ACM07. 26/27	7. To review the Asset Register. <ul style="list-style-type: none"> • Reviewed and considered appropriate. 	
ACM08. 26/27	8. To review and confirm arrangements for insurance cover in respect of all insured risks. <ul style="list-style-type: none"> • Reviewed and considered appropriate. 	
ACM09. 26/27	9. To review the Council's and/or employees' memberships of other bodies. <ul style="list-style-type: none"> • Reviewed and considered appropriate. 	
ACM10. 26/27	To formally re-adopt the following council policies and documents. <ol style="list-style-type: none"> a. Code of Conduct b. Complaints Policy c. Financial Regulations d. GDPR and Privacy Policy e. Health and Safety Policy f. Media Policy g. Memorial Safety Policy h. Risk Assessment i. ANPR Data Reporting & Sharing j. ANPR Privacy Impact Assessment k. ANPR Principles l. Standing Orders m. Biodiversity Policy <ul style="list-style-type: none"> • Re-adopted. 	

ACM11. 26/27	To note the time and place of ordinary meetings of the Full Council for the year ahead (see meeting pack) <ul style="list-style-type: none"> • Typos noted for 2027 May meetings, clerk to amend. Other dates noted. It was raised that it may be possible to return to meetings on the second Tuesday of each month. Clerk to put this on a future agenda for discussion. 	
ACM12. 26/27	Future Annual Council Meeting Date: To be confirmed. <ul style="list-style-type: none"> • Noted, potentially 4 May 2027. 	

Meeting ended at 18:53pm

Signed:..... Chair

Date:.....

DRAFT