

MINUTES OF MEETING

Name of Meeting	Ordinary Princethorpe Parish Council Meeting
Date, Time and Venue of Meeting	Thursday 4 th July 2019 at 7.30pm in Our Lady's School
Meeting Chair	Cllr William Ratcliffe (WR)
Minute Taker	Mrs Helen Stewart (HS)
Attendees	Cllr Phil Brown (PB), Cllr Chris Glasspool (CG), and 7 members of the public
Apologies	Cllr Kevin Spencer & Cllr Andy Cook

Agenda Number	Minute	Action	Date for Completion
1.	Apologies Cllr Kevin Spencer & Cllr Andy Cook	No Action	
2.	Election of Chair and Vice-Chair Following a proposal from Cllr Brown, which was seconded by Cllr Glasspool it was agreed unanimously that Cllr Ratcliffe should act as the Chairman on a temporary basis. The ambition for the next meeting in September is to have a full complement of councillors present so the election of Chairman and Vice-Chairman can take place again.	No Action	
3.	Constitution Documents All Councillors present signed a declaration of acceptance of office, and a register of interests form.	No Action	
3b.	The following documents were agreed and accepted by the Parish Council:- The Role of Councillor Code of Conduct Standing Orders Financial Regulations Risk Management Policy	No Action	
4.	Minutes of the last Annual Parish Meeting The minutes of the last Annual Parish Meeting held on 11th April 2019 were signed as a true and accurate by Cllr Ratcliffe, however it was noted that none of the current members held office at the time of the meeting.	No Action	
5.	Working Parties and Committees It was agreed that Cllrs Ratcliffe and Brown would form the Planning Committee and consider all planning applications between meetings	No Action	
6.	Date of Next Meeting The next meeting of Princethorpe Parish Council will take place in 2020.	No Action	

Meeting closed 7.45pm