

MARRICK PARISH COUNCIL

Minutes of the Annual Meeting of Marrick Parish Council held on Thursday 17 May 2018 at 7.30p.m. at Marrick Institute.

Present: Councillors Mr Barrie Braithwaite (Chair), Mr Mark Hodgson (Vice-Chair), Mr Robert Bradford, Dr Martin Bryce, Mr Keith Stones

Acting Clerk: Mrs Pauline Cordner

1. **Election of Chair.** Mr Barrie Braithwaite was elected Chair by private ballot, to serve until the date of the next Annual Meeting in May 2019.
2. **Election of Vice-Chair.** Mr Mark Hodgson was elected Vice-Chair by private ballot, to serve until the date of the next Annual Meeting in May 2019.
3. **Declaration of Acceptance of Office by Chairman.** Mr Barrie Braithwaite signed the Declaration of Acceptance of Office in the presence of the Acting Clerk and Councillors.
4. **Apologies for Absence.** None
5. **Appointment of Parish Clerk/Responsible Financial Officer.** Mrs Pauline Cordner was appointed Clerk and Responsible Financial Officer to the Parish Council.
6. **Appointment of Internal Auditor & Review of Effectiveness of System of Internal Control.** Mrs Valerie Bradford was appointed Internal Auditor to the Parish Council. Members were satisfied that the internal control system was adequate, its financial regulations were adhered to, and that risks had been identified and assessed.
7. **Risk Assessments & Policies Review.** The General Data Protection Regulation had brought in a requirement for further policies, which would be discussed at the Parish Council Meeting following, which would replace the Data Protection Policy. All other existing policies were considered as fit for purpose and no amendments were necessary. Resolved: that existing policies be retained with the exception of the Data Protection Policy which would be replaced.
8. **Arrangements for Future Meetings.** Resolved - that Parish Council Meetings continue to be held bi-monthly at Marrick Institute.

There being no further items of business, the meeting closed at 7.52p.m.