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PATRINGTON PARISH COUNCIL

Chair: Councillor Mr J Edmunds until 19.07pm then Cllr D Snaith

Clerk: Mrs Diane Chapman

**Minutes of the Annual Council Meeting of Patrington Parish Council
Held in Patrington Village Hall on 11th May 2026 at 7.06 pm**

Present : Parish Councillors: Mr D Snaith (Chair) , Mr T Bearpark Mr J Edmunds, Mrs K Mckinley, Mrs C Lythe, Mrs Massey- Davis, Mrs J Ralph, Mr R Snaith, Mr M Theaker and Mr C Tuplin

Clerk: D Chapman

Guest: Members of the public fifteen.

5) ELECTION OF CHAIR

Cllr D Snaith was proposed, seconded and the Council unanimously agreed to elect him as chair for the forthcoming year.

6) ELECTION OF VICE CHAIR

Cllr J Edmunds was proposed, seconded and the Council unanimously agreed to elect him as vice chair for the forthcoming year.

7) APOLOGIES; Mr G Walker

8) DECLARATIONS OF PERSONAL AND PREDJUDICIAL INTERESTS; None

9) ANNUAL APPOINTMENTS

The Council unanimously approved the appointment of:-

- i. External Auditors – Littlejohn LP
- ii. Internal Auditor – Southgates - Cllr L Massey Davis asked if the Parish market test the price and do we use the cheapest and the parish Council need a finance committee. The Clerk said she had asked other local Councils who they used and Southgates were recommended and the Parish Council does not have to use the cheapest.

10) ANNUAL MEMBERSHIP

The Council unanimously approved the following:-

- i. Society of Local Council Clerks for the Clerk.

11) COUNCIL COMMITTEE CHAIRMANS

The Council reviewed the Chairman's on the Councils committees and unanimously agreed the following:-

- a. Cemetery and Churchyard – Cllr C Tuplin
- b. Personnel – Cllr K Mckinley and Cllr L Massey Davis

Signed D Snaith Date 9/6/2026

12) COUNCIL REPRESENTATIVES ON OUTSIDE BODIES

To Council reviewed the representatives on various outside bodies and unanimously agreed the following:-

- a. Village Hall – Cllr D Snaith
- b. Playing field and Recreation Club – Cllr R Snaith.
- c. SHAPE – Cllr J Bearpark deputy Cllr L Massey Davis

13) REVIEW OF GOVERNANCE AND OTHER DOCUMENTS

The Council noted that no amendments were proposed for the following pending Council consideration of Internal report at monthly meeting. :-

- i. Standing Orders
- ii. Code of Conduct
- iii. Financial Regulations – Cllr Massey Davis said the financial regulations were not up to date.
- iv. Asset Register
- v. General Privacy Notice
- vi. Risk Assessment

14) MEETINGS

The calendar of meetings circulated with the agenda was unanimously agreed. Cllr Massey Davis asked if we could have an election next year, as we are not a competent council if we do not have one and it will not cost the parish Council as the ERYC council elections are in 2027. The Chair explained every 4 years the Councillors re apply and if an election is needed, we still need to pay ERYC and there will be no reduction in cost.

The Chairman thanked everyone for attending and closed the meeting at 7.16 pm.

Signed D Snaith (Chair)

Date 9/6/2026