

**AGM – 2023/24 - 01**

**ULCEBY PARISH COUNCIL**

**Minutes of the Annual Meeting held on Monday 15<sup>th</sup> May 2023 at  
7pm in the village hall.**

**Present:** Cllr Mrs Macefield,  
Cllr A Ogden, Cllr A Caygill-Ogden  
Cllr L Burdin, Cllr C Rowland  
Cllr S Hulatt, , Cllr D Johnson.

**In Attendance:** Cllr's Clark and Hannigan.  
Clerk – Mrs K Pickering & 1 member of the public.

1. **ELECTION OF CHAIRMAN**  
Cllr Mrs Macefield – proposed by Cllr C Rowland, seconded by  
Cllr L Burdin.  
**ELECTED UNOPPOSED.**
2. **ELECTION OF VICE CHAIRMAN**  
Cllr Mrs L Burdin – proposed by Cllr S Hulatt, seconded by Cllr  
C Rowland.  
**ELECTED UNOPPOSED.**
3. **APOLOGIES:** Cllr B Jeffery, Cllr A Beaton, Cllr C Smith,  
Cllr D Wells.
4. **Review of salaries, wages and allowances**  
The clerk declared a prejudicial interest on item 4(a) and(b)
  - a) **Clerks salary** – National increase for 2023/24 has not yet been  
agreed but will be implemented once agreed.  
The current salary scale point for the clerk at Ulceby is 12 –  
£12.73/hr. A discussion took place regarding the number of  
hours allocated to the clerk each week and it was unanimously  
agreed to increase the working hours per week from 6 to 9 hours.
  - b) **Clerks allowances** – computer, telephone and electricity  
**Motion:** To keep the quarterly allowance to £70.  
Proposed by Cllr Burdin, seconded by Cllr Rowland  
and agreed unanimously.

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### 5. REVIEW OF POLICIES:

- a) **To review the Risk Assessment, approve and adopt -**  
The Risk Assessment was approved at the meeting and adopted unanimously.
- b) **To review the Standing Orders and Financial Regulations, approve and adopt –**  
The Standing Orders and Financial Regulations – were approved at the meeting and adopted unanimously. These policies are now posted on the website.
- c) **N.L.C – Code of Conduct – revised version.**  
The Code of Conduct was approved at the meeting and adopted unanimously. This policy is now posted on the website.
- d) **To review the Insurance Policy, approve and adopt –**  
The Insurance Policy was approved at the meeting and adopted unanimously. The insurance policy will be renewed on 1<sup>st</sup> June 2023.
- e) **To receive and review the asset register, approve and adopt.**  
The asset register was approved at the meeting and adopted unanimously.

### 6. To authorise the payment of the annual donation to various organisations:

- a) **Ulceby Village Hall Association - £1000.00**  
**IT WAS RESOLVED** unanimously to provide a donation of £1000 to the village hall association.
- b) **Senior Citizens Christmas party - £400.00**  
**IT WAS RESOLVED** unanimously to provide a donation of £400 to the senior citizens party.
- c) **Royal British Legion - £100.00**  
**IT WAS RESOLVED** unanimously to provide a donation of £100 to the Royal British Legion.

### 7. To receive councillors register of interests post election which the clerk will submit to N.L.C