

**DRAFT**

**MINUTES OF THE ANNUAL MEETING OF ANWICK PARISH COUNCIL HELD ON TUESDAY 25<sup>TH</sup>  
JUNE 2024, 6.30PM**

**In the Community Centre, River Lane, Anwick.**

1. **Attendance:-** Cllr. T Curtis, Cllr. L Curtis, Cllr. E Coulson, Cllr. M Head, Cllr. M Corbett, Jeanne Flanagan Clerk to Anwick Parish Council, five members of the public
2. **Apologies:-** Cllr. A Key, Lincs County Council
3. **Election of Chair and Vice Chair -** Cllr. T Curtis advised that he will not be standing for Chair for the next period of time, therefore new nominations are required.

Cllr. E Coulson AGREED to take on the role of Chair. PROPOSED by Cllr. T Curtis,  
SECONDED by Cllr. L Curtis.

Cllr. H Head AGREED to take on the role of Vice Chair, PROPOSED by Cllr. L Curtis,  
SECONDED by Cllr. T Curtis.

These roles were AGREED by all the Councillors.

A vote of thanks was extended and the Clerk to send a letter of thanks to Cllr. T Curtis.

**ACTION:-** JF

The Clerk to submit nomination forms to NKDC for the above changes.

**ACTION:-** JF

4. **Minutes of the previous meeting Tuesday 6<sup>th</sup> June 2023 –**  
Was AGREED as a true record. The Clerk to include on the Anwick Parish Council website.

**ACTION:-** JF

5. **Asset Register –**  
The Clerk produced an updated copy already emailed to the Councillors.  
Was AGREED as a true record, the Chair signed and dated the copy.

**ACTION:-** JF

6. **Policies and Procedures –**  
The following policies and procedures were updated, produced then AGREED, and signed and dated by the Chair as a true record.

Data Protection Policy

Environmental Policy

Equality and Diversity Policy

Health and Safety Policy

Safeguarding Children and Vulnerable Adults Policy

Code of Conduct

The Clerk to include on the Anwick Parish Council website.

**ACTION:-** JF

**7. Chairs Report –**

Cllr. T Curtis read out the contents of the Chairs Report and relayed his thanks to Cllr. A Key, Martin Jacobs, his fellow Councillors and the Parish Clerk for all their hard work and support over the year.

**8. Date, time and venue of next meeting – Tuesday 13<sup>th</sup> May 2025, 6.30pm in Anwick Community Centre**