

# MINUTES OF THE ANNUAL PARISH COUNCIL MEETING (AGM)

HELD at Northbrook Hall, Duke Street, Micheldever

at 7.30pm on Wednesday 18<sup>th</sup> May 2021

Councillors present: William Helen, Olive Bramley, Peter O'Keefe, Charlotte Cobb, Andrew Adams  
Graham Foot, David Wandless, Aaron Brown, Paul Brown.  
In attendance: None.  
Public: None.  
Clerk: Jocelyn Jenkins  
Apologies: Cllr Suzanne Findley.

## 1 ELECTION OF CHAIRMEN

- 1.1 Chairman of the Council: Cllr William Helen was proposed by Cllr Bramley, seconded by Cllr Wandless and this was **agreed unanimously**.  
1.2 Vice-Chairman of the Council: Cllr David Wandless was proposed by Cllr Cobb, seconded by Cllr Paul Brown and this was **agreed unanimously**.

## 2 COMMITTEES

The following Councillors were **Elected** to Committees.  
Additionally the Chairman & Vice-Chairman are ex-officio voting members on all Committees.

- 2.1 Planning & Environment: Cllrs Adams (Chair), Paul Brown.  
2.2 Parish Services: Cllr Bramley (Chair).  
2.3 Sports & Recreation: Cllrs Foot (Chair), Cobb, Aaron Brown.  
2.4 Finance: Cllrs Aaron Brown (Chair), Findley.  
2.41 Responsible Financial Officer: Clerk (J Jenkins).  
2.5 Village Halls: 2.51 Northbrook Hall: Cllr Cobb.  
2.52 East Stratton: Cllr Bramley, Cllr Helen.  
2.53 Warren Hall: Cllr Paul Brown.  
2.6 Allotments: Cllr Cobb (Chair).  
2.7 Tree Warden: Cllr Findley.  
2.8 Broadband & Media: Cllr O'Keefe (Chair).  
2.9 Climate Change: Cllrs O'Keefe (Chair), Adams, Paul Brown.

## 3 MEETINGS

- 3.1 Ordinary Meetings Confirmed, first Wednesday of each month with no August meeting.  
**2022**: 1 June, 6 July, 7 September, 5 October, 2 November, 7 December.  
**2023**: 4 January, 1 February, 1 March, 5 April, 3 May & APCM.  
3.2 Parish Assembly: **2023** Wednesday 19<sup>th</sup> April.

## 4 STANDING ORDERS

It was **Confirmed** that the NALC 2018 Model Standing Orders adopted at the 2019 Annual Meeting on 1<sup>st</sup> May 2019 will be the version followed by the Council.

5 **CODE OF CONDUCT** - Register of Members Interests - new forms completed.

6 **FINANCIAL REGULATIONS 2022/23 Issue 13. Agreed**

## 7 BANK MANDATE

Signatories: Cllrs Helen, Bramley and the Clerk ( J Jenkins). **Confirmed**  
It was **agreed** to add Cllrs David Wandless and Aaron Brown to the mandate.  
Two signatories are required to approve any payment. **Confirmed**

## 8 PUBLICATION SCHEME (Freedom of Information Act)

It was **Confirmed** that the latest version is May 2021 but that this would be updated to reflect the changes to committee membership made at this meeting.

9 **2022/23 INSURANCE** It was **agreed** to accept the 5 year agreement quote from Zurich.

*The Chairman closed the meeting at 8.10pm.*

*Chairman's signature.....date.....*