

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING (AGM)

HELD at Northbrook Hall, Duke Street, Micheldever. at 7.30pm

on Wednesday 1st May 2024

Councillors present: William Helen, Roger Townsend, Peter O’Keefe, Lynn Drury, Nick Greenwood, David Wandless (from 7.35pm),
Graham Foot (from 7.35pm).
In attendance: DCllr Stephen Godfrey.
Public: None.
Clerk: Jocelyn Jenkins
Apologies: Cllr Olly Bramley, Cllr Suzy Findley, Cllr Andrew Adams, DCllr Caroline Horrill.

1 ELECTION OF CHAIRMEN

- 1.1 Chairman of the Council: Cllr William Helen was proposed by Cllr Drury, seconded by Cllr O’Keefe and this was **agreed unanimously**.
1.2 Vice-Chairman of the Council: Cllr David Wandless was proposed by Cllr Helen, seconded by Cllr Townsend 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), Greenwood.
2.2 Parish Services: Cllr Bramley (Chair).
2.3 Sports & Recreation: Cllr Foot (Chair).
2.4 Finance: Cllrs Drury (Chair), Townsend.
2.41 Responsible Financial Officer: Clerk (J Jenkins).
2.5 Village Halls: 2.51 Northbrook Hall: Cllr O’Keefe.
2.52 East Stratton: Cllr Bramley, Cllr Helen.
2.53 Warren Hall: Cllr Adams.
2.6 Allotments: Cllr Townsend (Chair).
2.7 Tree Warden: Cllr Findley.
2.8 Broadband & Media: Cllr O’Keefe (Chair).
2.9 Climate Change: Cllrs O’Keefe (Chair), Adams.

3 MEETINGS

- 3.1 Ordinary Meetings Confirmed, first Wednesday of each month with no August meeting.
2024: 5 June, 3 July, 4 September, 2 October, 6 November, 4 December.
2025: 8 January, 5 February, 5 March, 2 April, 7 May & APCM.
3.2 Parish Assembly: **2025** Wednesday 16th April.

4 STANDING ORDERS

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

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

6 **FINANCIAL REGULATIONS 2024/25 Issue 15. Agreed**. It was noted that new NALC Model Financial Regulations are due to be published this month and it was **agreed** that the Council would seek to adopt these once they are available.

7 BANK MANDATE

Signatories: Cllrs Helen, Bramley, Wandless and the Clerk (J Jenkins). **Confirmed**

It was **agreed** to add Cllr Drury to the mandate.

Two signatories are required to approve any cheque payment. **Confirmed**

On-line payment arrangements will be reviewed once a test payment has been made from the new Unity Trust account.

8 PUBLICATION SCHEME (Freedom of Information Act)

It was **Confirmed** that the latest version is May 2024 but that this would be updated to reflect the changes to committee membership made at this meeting.

The Chairman closed the meeting at 7.40pm.

Chairman’s signature.....date.....