

**DRAFT MINUTES OF THE ANNUAL PARISH COUNCIL MEETING (AGM)
HELD VIRTUALLY (using Zoom)
at 7.35pm on Wednesday 5th May 2021**

Councillors present: William Helen, Olive Bramley, Peter O’Keefe, Charlotte Cobb, Anne Freeland,
Andrew Adams, Neil Hornby, Graham Foot, David Wandless, Roger Townsend.
In attendance: HCCllr Jackie Porter, DCllr Stephen Godfrey, DCllr Caroline Horrill.
Public: 12
Clerk: Jocelyn Jenkins
Apologies: DCllr Patrick Cunningham.

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 Anne Freeland was proposed by Cllr Helen, seconded by Cllr Bramley 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 Hornby (Chair), Cobb, Foot.
2.2 Parish Services: Cllrs Bramley (Chair), Adams (M.Stn), Townsend (Micheldever).
2.3 Sports & Recreation: Cllrs Wandless (Chair), Foot, Cobb.
2.4 Finance: Cllrs Freeland (Chair), Adams, Wandless.
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 Adams.
2.6 Allotments: Cllr Cobb (Chair), Townsend.
2.7 Tree Warden: Cllr O’Keefe.
2.8 Broadband & Media: Cllr O’Keefe (Chair).
2.9 Climate Change: Cllrs O’Keefe (Chair), Freeland, Adams.

3 MEETINGS

- 3.1 Ordinary Meetings Confirmed, first Wednesday of each month with no August meeting.
2021: 7 July, 1 September, 6 October, 3 November, 1 December.
2022: 5 January, 2 February, 2 March, 6 April, 4 May (APCM tbc as subject to election).
3.2 Parish Assembly: **2022** Wednesday 27th 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 have been circulated for completion.

6 FINANCIAL REGULATIONS 2021/22 Issue 12. Agreed

7 BANK MANDATE

Signatories: Cllrs Helen, Bramley and the Clerk (J Jenkins). **Confirmed**
Cllrs Freeland and Adams have been approved as signatories and will be added 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.

The Chairman closed the meeting at 7.45pm.

Chairman’s signature.....date.....