

Minutes of the Annual Meeting of Stanton Harcourt Parish Council held on Monday 22nd May 2023 in the Village Hall

Present:

| | | |
|----------------|------|--------------|
| Matthew Judson | (MJ) | Chair |
| Gill Sellars | (GS) | Vice Chair |
| Joe Deane | (JD) | Councillor |
| Keith Hickson | (KH) | Councillor |
| Rachel Arnold | (RA) | Councillor |
| Trudi Gasser | (TG) | Parish Clerk |

In Attendance:

No Members of the public
Lysette Nicholls (LN) District Councillor

| Minute Ref | Item |
|------------|---|
| AM23.01 | Welcome and Introductions: The Retiring Chairman/Vice-Chairman to welcome those present. MJ welcomed all present. |
| AM23.02 | Apologies: To note apologies from those Councillors absent from the meeting. Dan Levy (DL) County Councillor Charlie Maynard (CM) District Councillor |
| AM23.03 | Election of Chair. a) To elect the Chair for the forthcoming year: GS proposed MJ, JD seconded: all in favour. MJ elected as Chairman. b) The Chair to sign the Declaration of Office Form: Declaration of Office signed. |
| AM23.04 | Election of Vice-Chair: To elect the Vice-Chair for the forthcoming year. a) To elect the Vice-Chair for the forthcoming year: MJ proposed RA, JD seconded: all in favour. RA elected as Vice Chairman. b) The Vice-Chair to sign the Declaration of Office Form: Declaration of Office signed. |
| AM23.05 | Banking arrangements: To agree the 'banking arrangements' for the year and to agree any changes to the nominated signatories. The PC now bank with Unity Trust – all agreed they were in favour to continue. |
| AM23.06 | Asset Register: To note the Asset Register dated 31 March 2023. The Asset Register was noted, a couple of amendments were required, the number of benches at the cemetery (confirmed as 5) and MJ to check the mowers. TG to then circulate to all for approval. |
| AM23.07 | Insurance Cover: To note the extant/proposed insurance cover and decide whether it is adequate. It was confirmed that adequate cover is in place. The PC will incorporate the Village Hall insurance policy, when due for renewal, into the PC policy to reduce costs. |
| AM23.08 | Accounts for the Year ending 31 March 2023: To receive a report Year End Accounts were circulated and approved. |
| AM23.09 | Budget Details for Financial Year 2023/24: To note the agreed Budget for the year 2023/24 Budget circulated and noted – amendment required to incorporate the Village Hall Car Park project. |