

**Minutes of the Annual Meeting of Stanton Harcourt Parish Council
held on Monday 14th May 2018
in the Village Hall**

Present: Charles Mathew (CM) Chairman
 Matthew Judson (MJ) Vice-Chair
 Graham Dixon-Brown (GDB) Councillor
 Jose Eaton (JE) Councillor
 Joe Deane (JD) Councillor (part)
 Trudi Gasser (TG) Parish Clerk

In Attendance: 4 Members of the public

Apologies: Colin Wells (CW) Councillor
 Hilary Fenton (HF) WODC District Councillor
 Steve Good (SG) WODC District Councillor

Minute Ref	Item	Action Agreed
AM18.01	<p>The minutes of the previous meeting (2017) were approved for publication.</p> <p>It was resolved that that these minutes will be approved at the June 2018 Ordinary Meeting.</p>	
AM18.02	<p>Welcome and Introductions: The Retiring Chairman/Vice-Chairman to welcome those present.</p> <p>CM welcomed all present.</p>	
AM18.03	<p>Apologies: To note apologies from those Councillors absent from the meeting.</p> <p>Colin Wells - Councillor Hilary Fenton – District Councillor Steve Good – District Councillor</p>	
AM18.04	<p>Election of Chair.</p> <p>a) To elect the Chairman for the forthcoming year: CM– JE proposed, GDB seconded – 3 for, 1 against.</p> <p>CM elected as Chairman.</p> <p>b) The Chairman to sign the Declaration of Office Form: Declaration of Office signed.</p>	
AM18.05	<p>Election of Vice Chair: To elect the Vice-Chair for the forthcoming year.</p> <p>MJ – GDB, CM seconded – MJ elected Vice-Chairman</p>	

AM18.06	Banking arrangements: To agree the 'banking arrangements' for the year and to agree any changes to the nominated signatories. TG confirmed current signatories – no changes required.	
AM18.07	Asset Register: To note the Asset Register dated 31 March 2017. The Asset Register was noted	
AM18.08	Insurance Cover: To note the extant/proposed insurance cover and decide whether it is adequate. Approval to be confirmed at next Ordinary Meeting in June 2018	TG to circulate policy to councillors for approval.
AM18.09	Accounts for the Year ending 31 March 2018: To receive a report Year End Accounts were circulated and noted.	
AM18.10	Budget Details for Financial Year 2018/2019: To note the agreed Budget for the year 2017/18 Budget circulated and noted	TG to publish on web