

MINUTES OF MEETING

Name of Meeting	Annual Frankton Parish Council Meeting
Date, Time and Venue of Meeting	Tuesday 27 th May 2025 at 6.30pm in Bourton Village Hall
Meeting Chair	Cllr Bert Mitchell BM)
Minute Taker	Helen Stewart (HS)
Attendees	Cllr Mark Thompson & Cllr Adrian Gardner
Apologies from those summoned	Cllr Lizzie Smith, Cllr Tracy Doherty
Absent	None
Local Authority Representatives	None

Agenda Number	Minute	Actioner	Date
1.	<p style="text-align: center;">Election of Chair</p> <p>Cllr Bert Mitchell was elected as Chairman of Frankton Parish for 2025-26 following a nomination from Cllr Gardner which was seconded by Cllr Thompson</p>	No Action	
2.	<p style="text-align: center;">Election of Vice-Chair</p> <p>Cllr Adrian Gardner was elected as Chairman of Frankton Parish for 2025-26 following a nomination from Cllr Mitchell which was seconded by Cllr Thompson</p>	No Action	
3.	<p style="text-align: center;">Constitution Documents</p> <p>The following documents were submitted to the Parish Clerk:- Declaration of Acceptance of Office (Chairman Only) Declarations of Interest Code of Conduct</p> <p>Following a proposal from Cllr Gardner the following documents were agreed unanimously: Standing Orders Financial Regulations Scheme of Delegation to the Proposer Officer Civility and Respect Pledge</p>	No Action	
4a.	<p style="text-align: center;">Finances</p> <p>The report of the Internal Auditor was noted</p>	No Action	
4b.	Following a proposal from Cllr Adrian Gardner which was seconded by Cllr Thompson it was agreed to declarations made on the Annual Governance Statements 2024-25	No Action	
4c.	Following a proposal from Cllr Adrian Gardner which was seconded by Cllr Thompson it was agreed to accept the Annual Accounting Statements 2024-25	No Action	
5.	<p style="text-align: center;">Any Other Business</p> <p>The councillors thanked the Locum Clerk for her assistance in getting the Governance documents in place for this year.</p>		
7.	<p style="text-align: center;">Date of Next Meeting</p> <p>Ordinary Meeting – Tuesday 8th July 2025 – 7pm</p>	No Action	

Meeting closed at 6.50pm