



MINUTES OF MONTACUTE ANNUAL PARISH COUNCIL MEETING HELD ON MONDAY 21ST MAY 2025 IN THE VILLAGE HALL

AM/25/01/a PRESENT:

Members: Mrs C Saint, Mr A McFarlane, Mr Jonathan Davies, Mrs L Drayton, Mr T Harper, Mr M Myram, Mr B Owen, Mrs S Richings, Mrs H Stokes and Mr D Warry.

Others: Mrs S Moore (Clerk), Mr Mike Hewitson (Unitary Authority Councillor) and no members of the public

AM/25/01/b APOLOGIES:

Mr Oliver Patrick (Unitary Authority Councillor)

AM/25/02 ELECTION OF CHAIRMAN & ACCEPTANCE OF OFFICE:

Cllr Saint stepped down as Chairman.

The Clerk asked for nominations for Chairman. It was RESOLVED for Cllr Saint to be Chairman. Cllr Saint agreed on the proviso that more help was given by councillors. The Acceptance of Office was signed by Cllr Saint and witnessed by the Clerk.

AM/25/03 ELECTION OF VICE CHAIRMAN & ACCEPTANCE OF OFFICE:

Cllr McFarlane stepped down as Vice Chairman.

The Clerk asked for nominations for Vice Chairman. It was RESOLVED for Cllr McFarlane to be Vice Chairman. The Acceptance of Office was signed by Cllr McFarlane and witnessed by the Clerk.

AM/25/04 CO-OPTION:

It was agreed that the co-option would be deferred until the June Parish Council meeting.

AM/25/05 CHAIRMAN'S REPORT:

Cllr Saint read out her Chair's report for 2024/25.

AM/25/06 MINUTES OF PREVIOUS ANNUAL MEETING:

It was RESOLVED to approve the Annual Parish Council Minutes of 15th May 2024

AM/25/07 MATTERS ARISING FROM MINUTES:

There were no matters arising.

AM/25/08 APPOINTMENT OF OFFICERS & WORKING PARTIES:

Allotments		Cllrs Harper, McFarlane & the Clerk
Emergency Plan		Cllr McFarlane
Environmental Warden		Cllr McFarlane
Finance		Cllrs Drayton, Harper Owen, Saint & the Clerk
Footpath Officer		Phill Maggs
Highways		Cllrs Myram, Harper & the Clerk
Local Community Network		Cllrs Drayton, Owen, Richings, Stokes & the Clerk
National Trust		Cllrs McFarlane & Saint
Recreation Ground:		

Pavilion/Recreation Ground		Cllrs Harper, McFarlane, Davies, Owen, Saint, Stokes & the Clerk
Play Equipment Inspection		Cllrs Stokes & Harper
Planning		Cllrs McFarlane, Davies, Harper, Owen & Stokes
SALC		The Clerk
School Liaison:		
All Saints		Cllr Richings
Stanchester		Cllr Davies
Speedwatch/SID		Cllr Myram
Street Lighting		Cllr Warry
Triangle Trust		Cllr Warry
Village Magazine		The Clerk

It was agreed that the Chairs of each working parties would provide a written monthly report to the Clerk a week before the parish council meeting so that a report can be made at each meeting.

AM/25/09 FINANCIAL REPORT:

The unaudited Receipts and Payments sheet, the Balance Sheet and Annual Governance and Accountability Return (AGAR) had been circulated to councillors. The Clerk reported that the accounts and annual governance statement were with the internal auditor and she would bring them to the June Parish Council meeting for approval.

AM/25/10 FORTHCOMING PARISH COUNCIL MEETING DATES:

21 st May 2025	17 th September 2025	21 st January 2026	15 th April 2026
18 th June 2025	15 th October 2025	18 th February 2026	
16 th July 2025	19 th November 2025	18 th March 2026	

There was no further business, and the meeting closed at 7.30pm.