

# Minutes of the Annual Meeting of Stanton Harcourt Parish Council

## held on Monday 19<sup>th</sup> May in the Village Hall

**Present:**

Keith Hickson	(KH)	New Chair (Re-elected)
Geoff Webster	(GW)	Vice Chair (Re-elected)
Joe Deane	(JD)	Councillor (part)
Jim Coleman	(JC)	Councillor
Sandra Cosier	(SC)	Councillor & District Councillor
Robin Morley	(RM)	Councillor
Trudi Gasser	(TG)	Parish Clerk

**In Attendance:**

2 Members of the public  
 Steve Cosier (SCo) District Councillor  
 Dan Levy (DL) County Councillor

Minute Ref	Item
AM25.01	<b>Welcome and Introductions: The Retiring Chairman/Vice-Chairman to welcome those present.</b> KH welcomed all present.
AM25.02	<b>Apologies: To note apologies from those Councillors absent from the meeting.</b> JD sent apologies for running late
AM25.03	<b>Election of Chair.</b> <b>a) To elect the Chair for the forthcoming year:</b> GW proposed KH, JD seconded. All voted in favour. KH elected as Chairman. <b>b) The Chair to sign the Declaration of Office Form:</b> Declaration of Office signed.
AM25.04	<b>Election of Vice-Chair: To elect the Vice-Chair for the forthcoming year.</b> <b>a) To elect the Vice-Chair for the forthcoming year:</b> KH proposed GW, JD seconded: all in favour. GW elected as Vice Chairman. <b>b) The Vice-Chair to sign the Declaration of Office Form:</b> Declaration of Office signed.
AM25.05	<b>Banking arrangements: To agree the 'banking arrangements' for the year and to agree any changes to the nominated signatories.</b> The mandate to be updated once the PC email addresses had been changed to .gov
AM25.06	<b>Asset Register: To note the Asset Register dated 31 March 2025.</b> The Asset Register was noted. The only addition was to add the Defibrillator and cabinet located at the Old Guardroom.
AM25.07	<b>Insurance Cover: To note the extant/proposed insurance cover and decide whether it is adequate.</b> It was confirmed that adequate cover is in place. The current policy has now been combined to include the PC, the Village Hall and the Guardroom.
AM25.08	<b>Accounts for the Year ending 31 March 2025: To receive a report</b> Year End Accounts were circulated.
AM25.09	<b>Budget Details for Financial Year 2025/26: To note the agreed Budget for the year 2025/26 Budget circulated and noted.</b>