**Holcombe Burnell Parish Council**

**Parish Council Annual Meeting 2019**

**Monday 13th May 2019 at 7.00pm - Longdown Village Hall**

Present: Chair Cllr T Turner, Cllrs C Eden, M Bulley, S Wood, M Bulley, C Ludlam, J Betney, L Brind

Clerk D Radford-Lewis and 0 Members of Public Apologies: Cllr Shipley, Studholme, C Bickley

1. **To confirm the minutes of the Annual Parish Meeting 2018 –** checked & signed in June 2018 meeting.
2. **The Chairman's report -** to receive the annual report from exiting Chairman Bob Shipley – attached to approved minutes

Good evening, welcome.

The year 2018/2019 has seen a number of changes.

Communication within the parish changes. Our website is up and running, thanks to the many helpers it is now a most useful source of information. The Tedburn Times which took over following the loss of our own magazine also carries our news as well as for neighbouring parishes. I hope that more parishioners will take advantage and support it.

The council bought a defibrillator during the year, and it was generously installed by Warren Wood outside the entrance to the village hall. A familiarisation talk was arranged, unfortunately poorly attended. A further familiarisation talk will be arranged and I encourage as many as possible to attend. It is quite short, requires no expertise, and can be performed by anyone of 13 years upwards. The machine itself does most of the thinking and talks you through the procedure. It is linked with the emergency services so if you need to dial 999 they will direct you to it (if appropriate), likewise if you use the machine they will be forewarned.

Councillors David Friend and Martin Bligh resigned from the council and I thank them for their support.

We now welcome Louise Brind, Chloe Bickley and Cassie Ludlum on board and I am sure they will have some fresh ideas.

The Lamb is now under new stewardship, fast making a name for fine cuisine and proving very popular.

It is with real pleasure I see how many parishioners do their bit and, when the need arises, step up to the plate. Mike Long, our footpath coordinator, Marge Addicott and her team, our councillors old and new, and the many many, some seen, some unseen helping repair the play area, and keep the lanes tidy. It is good to see such community spirit.

Finally, I thank Debbie our clerk for her friendly and efficient work, and all of you for your support through the year.

1. **Matters raised by members of the public -** Members of the public are welcome to address the council on any matters with regard to the parish **Meeting closed 19:25**

**Parish Council AGM 2019 held Monday 13th May 2019**

Present: Cllrs T Turner, M Bulley, S Wood, C Eden, C Ludlam, J Betney, D Friend, J Betney,

Clerk D Radford-Lewis and 0 Members of Public Apologies: Cllr Shipley, Studholme,

1. **Acceptance of Office –**
	1. **Declaration –** completed as in an Election year. Deadline to get to TDC inc NIL return for Expenses is May 28th.
	2. **Register of Members' Interests –** as above
	3. **Code of Conduct -** to remind Councillors:
	4. Do they have any declarations of interest
	5. To ask if there have been any changes to members register of interest
	6. To remind Councillors of the Code of Conduct

1. **Election of the Chairman -** The Clerk invited nominations for the role of Chairman – Cllr Betney nominated Cllr Shipley, seconded by Cllr Eden – vote was **UNANIMOUS**. The Clerk will send the nomination to Cllr Shipley as he is away at the moment. This will be supported by the Vice Chair to when he is unable to attend.
2. **Election of the Vice Chairman -** The Chair invited nominations for the role of ViceChairman. Cllr Bulley nominated Cllr Turner, seconded by Cllr Eden – vote was **UNANIMOUS**. Cllr Turner accepted the post.
3. **Election of Planning Committee, Footpath Warden and Village Hall Committee Representative & Finance Committee**
4. Planning Sub Committee: To be drawn as and when necessary from any of the Councillors for the purpose of site visits and meetings with TDC, etc. It was agreed that a minimum of three Councillors must be present and the agreement reached by majority decision, except where only three are present. Wherefore the vote should be unanimous. If this is not the case the planning matter would be brought back to the Council for discussion – **all agreed.**
5. Footpath Warden: Mike Long was proposed by Cllr Turner and seconded by Cllr Wood – vote was **UNANIMOUS** and as Mike Long was not in attendance the Clerk will contact him to see if he accepts this post.
6. Village Hall Committee Representative: Cllr Eden was proposed by Cllr Turner and seconded by Cllr Bulley – vote was **UNANIMOUS** and he accepted the post.
7. Finance Committee: To be drawn as & when necessary. It was agreed that a minimum of three Councillors must be present, one of which must be the Chair or Vice Chair. The agreement must reached by majority decision, except where only three are present. Wherefore the vote should be unanimous. If this is not the case the matter would be brought back to the Council for discussion – **all agreed.**
8. **Minutes** **of the previous AGM held** – completed June 2018
9. **Review of Standing Orders and Financial Regulations** –The Clerk confirmed there have been updates provided by NALC and these had been sent to all councilors prior to the meeting for review. It was proposed by Cllr Betney, seconded by Cllr Eden that the standing orders & financial regulations were adopted – It was agreed Cllr Studholme will check the bank reconciliations by email once a quarter - vote **UNANIMOUS.**
10. **Review of Land and Asset Register** –this was shared and agreed. This will be sent to the Auditors with the required paperwork in June and displayed on the website to comply with the Transparency Act.

**Meeting Closed 7.50pm**