

**Minutes of the Annual Parish Council Meeting held in the Village Hall
on Monday 22nd May 2023, at 7.30pm**

Present: Cllr J Trafford, Cllr A Wilkinson & Cllr A Boyles
In attendance: M Williams (Acting Clerk)
Apologies received from Ms S Harvey (Clerk)
Members of public present: 3

Public forum – no questions asked

WLDC Update – Cllr Bunney sent his apologies

7.30pm The Chairman opened the meeting.

1. To receive apologies and reasons for absence.
Cllr K Fox
2. To elect Chairman for 2023/24
One nomination was received and Cllr J Trafford was duly elected Chairman.
Acceptance of office was signed.
3. To elect Vice Chairman for 2023/24
One nomination was received and Cllr A Boyles was duly elected Vice Chairman
Acceptance of office was signed.
4. To confirm all Post Election documentation has been completed
All duly signed.
5. To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests.
None received.
6. Allocation of Councillor Roles
 - i. Management and collation of information for the speed devices – Cllr K Fox (Proposed Cllr J Trafford, Seconded Cllr A Wilkinson) – All in favour
 - ii. Review of Standing Orders – Clerk to liaise with Cllrs
 - iii. Village Survey/Action plan – Cllr A Wilkinson (Proposed Cllr J Trafford Seconded Cllr A Boyles) – All in favour
 - iv. Planning matters and maintenance within the Parish – Agreed all Cllrs to be involved.
 - v. Any other roles for allocation – Alms houses representative – To be deferred to next meeting
7. To review and agree the proposed dates for meetings for 2023/24
Agreed – All in favour
8. Reports from Distric & County Councillors, Police and Village Hall
None present
9. To approve draft minutes of the Meeting 17th April 2023
Resolved to approve as a true record. Proposed Cllr J Trafford proposed, Seconded Cllr. A Boyles
All in favour.
10. Finance Report
 - i. To receive a report on the financial year 01.04.22 – 31.03.23 from the RFO – To defer to next meeting
 - ii. To review and resolve to accept the AGAR – To defer to next meeting
 - iii. To receive a report on current financial matters – To defer to next meeting
 - iv. Ratification of payment schedule – May 2023 – Proposed Cllr J Trafford Seconded Cllr A Boyles – All in favour
11. Planning matters
No Applications
12. Correspondence

None received

13. Casual Vacancies
Stephen Slawson was interested in applying and was advised to email the Clerk
14. Clerk/RFO handover
To be agreed at a later date
15. To confirm date and Agenda items for the next meeting

Date and Time of next meeting:

Monday 12th June 2023 at 7.30pm

Meeting concluded 8.15pm