

Shedfield Parish Council

(Incorporating the villages of Shedfield, Shirrell Heath and Waltham Chase)

MINUTES OF THE ANNUAL GENERAL MEETING OF FULL COUNCIL HELD ON 18 MAY 2009 AT SHIRRELL HEATH METHODIST CHURCH HALL AT 7.10pm

Present:

Parish Councillors: Alan Cox, Jess Bond, Roy Phillips, Malcolm Hogg, Rupert Irons, Lesley White and Ruth Wiffen.

Clerk: Yvonne Wheadon

Administrator: Jackie Hardaker

Police: PCSO Paul Martin

District Councillors: Roger Huxstep, Linda Gemmell

County Councillor: Felicity Hindson

23/09 Apologies for absence – Councillors David Ogden, Graham Smith and Val Green

24/09 Election of Chair - Councillor Roy Phillips proposed Alan Cox for Chair, Jess Bond seconded this was unanimously carried by Councillors in attendance.
Alan Cox accepted and signed the declaration of office.

25/09 Election of Vice Chair – Alan Cox nominated Jess Bond and this was seconded by Malcolm Hogg. All were in favour and Jess Bond accepted.

26/09 It was resolved that members would be appointed to Committees as follows:-

Name	Committee(s)
Alan Cox	All Committees
Jess Bond	All Committees
David Ogden	Open Spaces, Finance, Planning
Val Green	Planning, Common
Rupert Irons	Finance, Open Spaces
Roy Phillips	Planning, Finance
Ruth Wiffen	Cemetery, Open Spaces
Graham Smith	Open Spaces, Planning
Malcolm Hogg	Planning, Finance
Lesley White	Common

Representatives:-

Rights of Way - Roy Phillips

St John the Baptist School Governor Liaison - Rupert Irons

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Transport (including bus times, changes) - Ruth Wiffen
Waltham Chase Village Hall - Alan Cox
Parish Policing Partnership Forum - Roy Phillips and Malcolm Hogg

27/09 It was agreed that Councillor Jess Bond will replace David Ogden to be one of the four Cheque signatories that now include: - Alan Cox, Roy Phillips, Jess Bond and Ruth Wiffen.

28/09 **Standing Orders and Financial Regulations**

- i) Standing orders were accepted with no change.
- ii) Financial Regulations - Changes may be required due to the set up of new financial systems for the 2 Charities. It was agreed that this would be an agenda item for the next Committee Meeting of Finance and Administration.

29/09 **Grants**

It was resolved that payment of Section 137 payments to be made as follows:

- (i) Wickham Summer Play scheme - £250
- (ii) Home Start, Wickham - £250
- (iii) Girlguiding, Waltham Chase - £170
- (iv) Citizens Advice Bureau - £300
- (v) Waltham Chase Methodist Church - £100
- (vi) Shedfield Parish Magazine - £100

30/08 **Financial Report**

- (i) The Annual Return for the year ended 31st March 2009 was completed by the Clerk and approved by members. It was agreed that the Chair would sign once verified and approved by the Internal Auditor.
- (ii) Roy Phillips provided a summary of the Parish Council finances.
- (iii) Following Auditor and Broker advice, it was confirmed that the insurance policy would be put in the names of Shedfield Parish Council, Shedfield Recreation Ground Charity and Shirrell Heath Recreation and Allotment Charity to ensure that both Council and Charities are covered.
- (iv) Payment of utilities by Direct Debit was re-approved.
- (v) Expenditure approvals circulated and approved.

The Chair declared the meeting closed at 8pm