Minutes of Brede Parish Council Annual General Meeting

Held on Tuesday 8th May 2018 at 7.30pm in the Brede Village Hall

**Present** Councillors L Nottage (Chairman), C Apps, J Armstrong, S Hampson, J King, G Stone and I Stone. The Clerk and one member of the public were also present.

 **1 Disclosures of Interests** – there were none.

 **2 Apologies for absence** – Cllr R Oliver.

**3 To elect a Chairman –** Cllr Armstrong proposed that Cllr Nottage be elected as Chairman, this was seconded by Cllr G Stone. All members present supported this proposal and Cllr Nottage duly took his seat as Chairman.

**4 To elect a Vice Chairman –** Cllr G Stone proposed that Cllr Armstrong be elected as Vice Chairman, this was seconded by Cllr Hampson. All members present supported this

proposal.

**5 Co-option/election of members to the Parish Council (where a vacancy exists)**

 There was no vacancy.

**6 To establish membership and remit of Committees and Working parties**

**Planning –** it was agreed that all Councillors could be members of the committee.

Cllr I Stone proposed that Cllr Nottage be elected as Chairman of the Planning Committee, this was seconded by Cllr Armstrong. All members present supported this proposal.

**Highways –** it was agreed that all Councillors would be members of the committee.

**Brede Village Hall –** it was agreed that the members of the committee would be Cllrs King and G Stone.

**Footpaths Liaison Officer –** it was agreed that Cllr Armstrong would continue in this position.

**Recreation Ground and Equipment -** it was agreed that the following councillors would be members of the committee – Cllrs Apps and Oliver.

**Voluntary Car Scheme –** Cllr Mrs Kynvin would continue in this role, if help needed all Cllrs are willing to assist.

**Finance and Audit –** Mrs S Sharp.

**Trees, Seats, Bus Shelters and Bins –** Cllr I Stone, with all members to report issues as and when they happen.

**Newsletter –** Cllr Oliver.

**Resilience Plan –** Cllr I Stone.

**Speed Watch – Now run mainly by parishioners,** Cllrs L Nottage, G Stone and I Stone.

**Events Co-ordinator –** Cllr Armstrong

**Website –** Cllr Apps

 **RALC Representatives** – Cllr Nottage.

**ESSALC Representatives -** Cllrs Nottage and I Stone.

**7 Minutes of the last Annual Meeting** – these were proposed as correct by Cllr Armstrong and seconded by Cllr G Stone. Those members who had been present at the meeting agreed.

**8 Annual Report of the Parish Council’s Accounts** for the year ending 31st March 2018 Cllr Nottage proposed that the Report be deferred until the next meeting. This was seconded by Cllr Mrs Armstrong. All members present agreed.

**9 Re-adoption of Standing Orders** or notice of intent to revise them at next meeting. Cllr Nottage proposed that the Standing Orders be revised at the next meeting. This was seconded by Cllr Armstrong. All members present agreed.

**10** **Appointment of Data Protection Officer –** It was proposed by Cllr Hampson that Satswana be appointed as Data Protection Officer. This was seconded by Cllr Armstrong. All members present agreed.

**11 Dates of Forthcoming Meetings:**

 Full Council Meeting – 29th May 2018 at 7.30pm in the Village Hall.

 **With no further business the meeting closed at 7.50pm.**