

**DOYNTON PARISH COUNCIL**  
**Minutes of the Annual General Meeting held at Doynton Village Hall**  
**20<sup>th</sup> May 2015 at 8.20 pm**

<b>Present:</b>	John Bartram,	Chairman
	William Crew	Vice Chairman
	William Roch	Councillor
	Jill Salter	Councillor
	Stephen Reade	SGC Councillor
	Elaine Weightman	Parish Clerk

Two members of the public

**Action**

The Parish Clerk welcomed everybody and opened the meeting.

**1. Apologies for absence.**

Peter Hart - Councillor & Ben Stokes - SGC Councillor.

**2. Signature of Declaration of Acceptance of Office**

The newly elected Councillors each signed a "Declaration of Acceptance of Office", these were countersigned by the Parish Clerk.

**3 Election of Officers**

**3.1** The Clerk asked for nominations for the position of Chairman.

*Mr John Bartram* was proposed by Clr. Crew and seconded by Clr Salter. He accepted the nomination and was elected unanimously.

The Clerk asked for nominations for the position of Vice-Chairman.

*Mr William Crew* was proposed by Clr. Bartram and seconded by Clr. Salter. He accepted the nomination and was elected unanimously.

*Mr John Bartram took over the chair.*

**4. Appointment of Parish Council representatives on local organisations**

**4.1** The following Parish Council representatives were appointed:

Village Hall Committee	Mr Peter Hart
Playing Field Committee	Mr William Roch

**4.2** DPC agreed that it was not necessary to appoint a representative to Doynton Children's Committee. The clerk will write to the Chair and Committee members outlining that if there are any matters to raise with DPC then they will be welcome to add them as an agenda item for DPC meetings and attend and forward a report periodically as are all other organisations in the parish.

**EW**

**5 Timetable for Annual Review items**

**5.1** Annual reviews of the following will be undertaken at the meeting of the Parish Council in November 2015.

- Standing Orders.
- Financial Regulations.
- Subscriptions to other bodies.
- Risk Assessment.

**5.2** Frequency/dates of meetings. It was agreed that meeting of the Council be bi-monthly meetings at 7.30 pm with immediate effect.

**6 Financial Matters**

- 6.1 Income and Expenditure Accounts for year ended 31<sup>st</sup> March 2015 were signed by the Chairman and Parish Clerk.
- 6.2 The Audit of Accounts 2014/15 was reviewed on 11<sup>th</sup> May 2015 by the Internal Auditor Iain Selkirk and forwarded for signature at the subsequent Parish Council meeting. **EW**

**7 Date of Next meeting**  
Wednesday 18<sup>th</sup> May 2016

The meeting closed at 8.40 pm.

Signed.....

Date.....

DRAFT