

MARWOOD PARISH COUNCIL
MINUTES of the Annual General Meeting 11 May 2023
Marwood Methodist Church Hall Guineaford

Councillors signed their Declaration of Acceptance of Office

Present : Cllrs.C Latham, D Chugg, R Berry, A Bend, A Harvey-Bryant,
K Down

Apologies : Cllr, C Wallis. Cllr Andrea Davis, Cllr Julie Hunt

In Attendance : M J Measures (*Clerk to the Council*)

Election of Chairman and Vice-Chairman for the year 2023/24

Cllr Colin Latham was elected Chairman and Cllr David Chugg was elected Vice-Chairman; both unanimously elected and both signed their Declaration of Acceptance of Office.

Appointment of Council Representatives

The following were elected:

Parish Paths Partnership Scheme (P3). Cllr Chris Wallis

Marwood Matters Newsletter. Cllr Adrian Bend

Highways Matters/Road Salt. Cllr David Chugg.

Snow Warden. Cllr Chris Wallis

Annual Report of the Chairman

Cllr Latham thanked Parish Councillors for their support over the last year and for serving again as Parish Councillors. He thanked Cllr Andrea Davis and Cllr Joe Tucker for their contribution to Parish matters. Cllr Latham thanked the Clerk for his service/guidance and support over the last difficult year.

Annual Report of the Clerk to the Council.

The Clerk gave a short oral report which included information of attendance at 65% for the six meetings held. He gave the end of year balance of accounts as £2108.23 which includes £346 ring-fenced funds from the Jubilee celebrations for the purchase and planting of a tree. He thanked Members for their support and understanding especially over the last few months when he was indisposed. A full copy of his report will be attached to the Minutes.

Code of Conduct

There is no change of the Code of Conduct which each Councillor received a copy of the Ten General Principles governing the conduct under the *Relevant Authorities (General Principles) Order 2001* last year. The Code of Conduct was unanimously adopted by the Council.

Standing Orders

The Clerk had been asked by Members to carry out an in-house survey regarding the number of times the Council should meet, the start time and the day of the week. The results/analysis of the survey had been sent to all Councillors and a copy of their response is attached to the main Minutes.

The results were briefly discussed and the unanimous decision was made to amend the Standing Orders for the year 2023/2024.

The Parish Council shall meet on the following dates:

11 May 2023 AGM/Council Meeting

20 July 2023 Council Meeting

August 2023 recess, no meeting

21 September 2023 Council Meeting

16 November 2023 Council Meeting to discuss the precept

18 January 2024 Council Meeting, precept confirmation

21 March 2024 Council Meeting, end of year accounts.

The start time of meetings will be either 19.00 or 19.30 depending on the time of year. The Chairman has authority to call additional meetings if there are urgent matters to discuss. The Clerk will continue to keep Members informed during the interim months.

Note: not in Standing Orders. Copies of Agendas/Minutes and interim reports will be sent to Marwood Matters for inclusion in the Newsletters. All public notices will be displayed on the Council notice boards.

The meeting closed at 19.20