

**DRAFT MINUTES OF THE ANNUAL PARISH COUNCIL MEETING (AGM)
HELD at East Stratton Village Hall, Church Bank Road, East Stratton.
at 7.30pm on Wednesday 7th May 2025**

Councillors present: William Helen, Roger Townsend, Peter O’Keefe, Nick Greenwood, David Wandless, Suzanne Findley,
Graham Foot, Andrew Adams.
In attendance: DCllr Stephen Godfrey.
Public: 2
Clerk: Jocelyn Jenkins
Apologies: Cllr Olly Bramley, Cllr Lynn Drury, DCllr Caroline Horrill.

1 ELECTION OF CHAIRMEN

- 1.1 Chairman of the Council: Cllr William Helen was proposed by Cllr Townsend, seconded by Cllr Wandless and this was **agreed unanimously**.
- 1.2 Vice-Chairman of the Council: Cllr David Wandless was proposed by Cllr Helen, seconded by Cllr Findley and this was **agreed unanimously**.

2 COMMITTEES

The following Councillors were **Elected** to Committees.
Additionally the Chairman & Vice-Chairman are ex-officio voting members on all Committees.

- 2.1 Planning & Environment: Cllrs Adams (Chair), Greenwood.
- 2.2 Parish Services: Cllr Bramley (Chair), Cllr Foot (Micheldever Station).
- 2.3 Sports & Recreation: Cllr Foot (Chair).
- 2.4 Finance: Cllrs Drury (Chair), Townsend.
2.41 Responsible Financial Officer: Clerk (J Jenkins).
- 2.5 Village Halls: 2.51 Northbrook Hall: Cllr O’Keefe.
2.52 East Stratton: Cllr Bramley, Cllr Helen.
2.53 Warren Hall: Cllr Adams.
- 2.6 Allotments: Cllr Townsend (Chair).
- 2.7 Tree Warden: Cllr Findley.
- 2.8 Broadband & Media: Cllr O’Keefe (Chair).
- 2.9 Climate Change: Cllrs O’Keefe (Chair), Cllr Adams, Cllr Drury.

3 MEETINGS

- 3.1 Ordinary Meetings Confirmed, first Wednesday of each month with no August meeting.
2025: 4 June, 2 July, 3 September, 1 October, 5 November, 3 December.
2026: 7 January, 4 February, 4 March, 1 April, 6 May & APCM.
- 3.2 Parish Assembly: **2026** Wednesday 22nd April.

4 STANDING ORDERS

It was **Confirmed** that the NALC 2018 Model Standing Orders adopted at the 2019 Annual Meeting on 1st May 2019 will be the version followed by the Council.

- 5 **CODE OF CONDUCT** – It was **agreed** to adopt the new LGA Model Code of Conduct.
Register of Members Interests - new forms completed.

- 6 **FINANCIAL REGULATIONS** 2025/26 Summary of Financial Regulations Issue 16. **Agreed**.

7 BANK MANDATE

Signatories: Cllrs Helen, Bramley, Wandless, Drury and the Clerk (J Jenkins). **Confirmed**
Two signatories are required to approve any cheque payment. **Confirmed**
On-line payments to be prepared by the Clerk, papers to be reviewed by two councillors at meeting and one councillor to then approve on-line.

8 PUBLICATION SCHEME (Freedom of Information Act)

It was **Confirmed** that the latest version is April 2025 but that this would be updated to reflect the changes to committee membership made at this meeting.

The Chairman closed the meeting at 7.45pm.

Chairman’s signature.....date.....