

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING (AGM)  
Held at East Stratton Village Hall, Church Bank Road, East Stratton.  
at 7.30pm on Wednesday 11th May 2026**

Councillors present: William Helen, Roger Townsend, Peter O’Keefe, Nick Greenwood, Olive Bramley, Lynn Drury,  
David Wandless,  
In attendance: None.  
Public: 4  
Clerk: Jocelyn Jenkins  
Apologies: DCllr Stephen Godfrey, DCllr Caroline Horrill, DCllr Andrew Adams.

**1 ELECTION OF CHAIRMEN**

- 1.1 Chairman of the Council: Cllr William Helen was proposed by Cllr Wandless, seconded by Cllr Townsend and this was **agreed unanimously**. The Chairman signed the Declaration of Acceptance of Office.
- 1.2 Vice-Chairman of the Council: Cllr David Wandless was proposed by Cllr Bramley, seconded by Cllr Townsend and this was **agreed unanimously**. The Vice-Chairman signed the Declaration of Acceptance of Office.
- 1.3 As this is the first meeting following the election, the remaining councilors also signed Declaration of Acceptance of Office forms in their role as councilors.

**2 CO-OPTION** Three residents attended the meeting with a view to being co-opted onto the Council: Graham Foot, Simon Freeland and Sarah Cavell. As there were three vacancies, it was **agreed** unanimously to co-opt all three onto the Council. The Clerk provided the necessary forms for the new councilors.

**3 COMMITTEES**

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

- 3.1 Planning: Cllr Helen, Cllr Wandless, Cllr Greenwood, Cllr Freeland.
- 3.2 Parish Services: Cllr Bramley (Chair), Cllr Foot (Micheldever Station).
- 3.3 Sports & Recreation: Cllr Foot (Chair), Cllr Cavell.
- 3.4 Finance: Cllr Drury (Chair), Cllr Townsend, Cllr Helen, Cllr Wandless.
  - 2.41 Responsible Financial Officer: Clerk (J Jenkins).
- 3.5 Village Halls:
  - 2.51 Northbrook Hall: Cllr O’Keefe.
  - 2.52 East Stratton: Cllr Bramley, Cllr Helen.
  - 2.53 Warren Hall: Cllr Wandless, Cllr Foot.
- 3.6 Allotments: Cllr Townsend (Chair), Cllr Cavell.
- 3.7 Tree Warden: Cllr Cavell.
- 3.8 Broadband & Media: Cllr O’Keefe (Chair), Cllr Cavell.
- 3.9 Climate Change & Environment: Cllrs O’Keefe (Chair), Cllr Drury, Cllr Cavell.

**4 MEETINGS**

- 4.1 Ordinary Meetings Confirmed, first Wednesday of each month with no August meeting.
  - 2026**: 3 June, 1 July, 2 September, 7 October, 4 November, 2 December.
  - 2027**: 6 January, 3 February, 3 March, 7 April, 5 May & APCM.
- 4.2 Parish Assembly: **2027** Wednesday 21st April.

**5 STANDING ORDERS**

It was **Confirmed** that the NALC 2026 Model Standing Orders will be the version followed by the Council.

**6 CODE OF CONDUCT** – The Council follow the LGA Model Code of Conduct.  
Register of Members Interests - new forms completed.

**7 FINANCIAL REGULATIONS** 2026/27 Summary of Financial Regulations Issue 17. **Agreed**.

**8 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 councilors at meeting and one councilor to then approve on-line.

*The Chairman closed the meeting at 8.00pm.*

*Chairman’s signature.....date.....*