

## FAWFIELDHEAD PARISH COUNCIL

### Minutes of the Annual Parish Meeting held 1st May 2018

**Present:** Dave Thacker, Harvey Mitchell, Barbara Simpson, Donna Garnett, John Machin

S Mansfield (Clerk of Fawfieldhead Parish Council); No members of the public.

Agenda item 1	<b>Attendance Register, Apologies, Public Attendees</b>
<b>Minute</b> 01/05/18/01	Parish Councillors signed the Attendance Register prior to the commencement of the meeting. Councillor Peter Scott had sent apologies.
Agenda item 2	<b>Election of Chair and Vice Chair</b>
<b>Minute</b> 01/05/18/02	<p>The election of Chair and Vice Chair were discussed and the previous year's Chair asked the Parish Councillors to nominate candidates for Chair and Vice-Chair.</p> <p>Councillor Donna Garnett was proposed as Chair by Councillor David Thacker and seconded by Councillor John Machin. Councillor Donna Garnett was unanimously elected as Chair by the meeting.</p> <p>Councillor David Thacker was proposed as new Vice-Chair by Councillor Donna Garnett and seconded by Councillor John Machin. Councillor David Thacker was unanimously elected as Vice Chair by the meeting.</p> <p>Councillors Donna Garnett and David Thacker signed their Acceptance of Office forms which were witnessed and signed by the Clerk/ Proper Officer, Steve Mansfield.</p>
Agenda item 3	<b>Minutes of Previous Annual Meetings</b>
<b>Minute</b> 01/05/18/03	The minutes of the previous annual meetings held on the 8 <sup>th</sup> May 2017 were examined and agreed as a correct record of the meetings. It was proposed by Councillor Donna Garnett and seconded by Councillor John Machin that these minutes be approved, unanimously agreed by the meeting. Chair, Donna Garnett signed off the minutes.
Agenda item 4	<b>Matters Arising from Minutes of Previous Annual Meetings</b>
<b>Minute</b> 01/05/18/04	The Chair noted that there is now a 4G signal on EE in the Parish Rooms showing a useable 40% signal strength.
Agenda item 5	<b>Appointment of Internal Auditor</b>
<b>Minute</b> 01/05/18/05	The Clerk requested that Elizabeth Fitzgibbons of the Old Fire Station, Ipstones be appointed internal auditor for this year. Proposed Councillor Donna Garnett and seconded by Councillor John Machin, unanimously approved
Agenda item 6	<b>Financial Statement</b>
<b>Minute</b> 01/05/18/06	The Clerk presented the financial statement for the year 2017/18 and asked the Councillors to inspect this along with bank statements available for that period. The meeting was asked to confirm these figures as correct. Councillor Donna Garnett, seconded by Councillor David Thacker and unanimously approved
Agenda item 7	<b>A.O.B. Closure of meeting</b>
<b>Minute</b> 01/05/18/07	The meeting was closed at 19:58