



## **Draft Minutes of Annual Parish Council Meeting 20<sup>th</sup> May 2025**

**Present:** Cllr. Mrs D. Perrin, Cllr. Mr J. Metcalfe, Cllr. Mr T. Butterfield, Cllr. Mrs S. Hutchinson, Cllr. Mr D. Wood, Clerk & RFO P. Rosthorn

**Apologies:** Cllr. Mrs A. Pickering

**Absent:** 0

**Vacancies:** 2

**Members of the Public Present:** 0

### **Election of Chair for Current Meeting**

Cllr Perrin: proposed by Cllr Metcalfe, seconded by Cllr. Butterfield and agreed by all (declaration signed)

### **Report of Outgoing Chair**

Cllr Perrin read out a report summarising the work that has been completed over the previous 12 months, the works that are still in progress and ongoing plans. Appreciation and thanks was expressed to Mr Robin Willoughby for all his time and help with the planning applications this past year. Margaret and Bernard Ingham will continue to help with production of the Spout magazine which is much appreciated. Councillor Perrin thanked all Councillors and the Clerk for their help and support throughout the year and looks forward to another eventful and successful year.

### **Election of Vice Chairman**

Councillors voted not to elect a Vice Chair this year

### **To review the representation on, or work with, external bodies and arrangements for reporting back:**

- |                    |  |
|--------------------|--|
| a) Finance         | Clerk, Cllr Perrin, Cllr Butterfield     |
| b) Risk Assessment | Clerk                                    |
| c) Planning        | All members of the Parish Council        |
| d) Grants          | All members of the Parish Council        |
| e) Maintenance     | Cllr Wood and Cllr Hutchinson            |
| f) Lengthsman      | Cllr Wood and Cllr Hutchinson            |
| g) Playground      | Cllr Wood (Biodiversity Cllr Hutchinson) |

- h) Village Hall            Cllr Perrin
- i) Spout Magazine        Cllr Pickering
- j) CCTV                    Cllr Metcalfe, Cllr Butterfield, Clerk
- k) Area Committee        Cllr Metcalfe

All the above posts were proposed and agreed by all

**To fix the times and dates of the ordinary meetings of the Council for the coming year**

These were fixed at the 3<sup>rd</sup> Tuesday of every month 7.00pm till 8.30pm

**To fix the time and date of the next Annual Meeting of the Parish Council**

To be held Tuesday 19<sup>th</sup> May 2026 6.30pm till 7.00pm

The meeting concluded at 18:54