



MINUTES of the Annual General Meeting held on Thursday 22 May 2025
7 pm, in the Parish Hall

PRESENT: Cllr B. Evans, Chairman (BE) Cllr D. Hodges, Vice-Chairman (DH)
 Cllr N. Banister (NB) Cllr D. Keeble (DK)
 Cllr J. Russell (JR) Cllr S. Raper (SR)
 Cllr I. Illingworth (II) Cllr M Mitton (MM)

1	Apologies - None	Action								
2	Elect a Chair for the Parish Council 2025-2026 and to receive their signed Declaration of Acceptance form. It was Proposed and Agreed by all that Cllr Barry Evans be re-elected as the Chair and signed his Declaration of Acceptance.									
3	Elect a Vice Chair for the Parish Council 2025-2026 and to receive their signed Declaration of Acceptance form. It was Proposed and Agreed by all that Cllr David Hodges be re-elected as Vice Chair and signed his Declaration of Acceptance.									
4	Approve the minutes of the Annual Parish Meeting held on 10 th April 2025 and to Approve the minutes of the Full Council Meeting held on 10 th April 2025. Resolved to accept the minutes of the Annual Parish Meeting and the Full Council Meeting, both held on the 10th April 2025, as a true and accurate record. Both minutes will be signed by the Chair.	BE								
5	Review the current governance documents and consider whether to re-adopt: <ul style="list-style-type: none"> • Standing Orders • Financial Regulations Resolved to readopt the Standing Orders and Financial Regulations with no amendments but agreed that both will be reviewed shortly in light of The Procurement Act 2023, which came into force on 24th February 2025. Agreed to add this matter to the June 2025 agenda.	Clerk								
6	Councillor Vacancy Cllr Evans confirmed that one applicant had expressed an interest in taking up a role on the Parish Council and that the vacancy had been advertised on social media 3 weeks ago. Cllr Russell advised he had spoken to someone at the fete who was interested in assisting with maintenance works around the village and he could speak to him further to see if he wishes to put himself forward as Councillor. Resolved Cllr Evans to contact the applicant and arrange a meeting along with any other interested parties. Resolved Cllr Bannister to readvertise the vacancy on Social Media.	BE/NB								
7	Re-Appoint Councillors Responsibilities Prior to reappointing Councillors responsibilities, the Chair passed thanks to Cllr Keeble and Cllr Illingworth for doing a sterling job in in absence of a Clerk to fill the role.									
	<table border="1"> <tr> <td>Allotments</td> <td>Barry Evans</td> </tr> <tr> <td>Around Pattishall & Litter Pick</td> <td>Mark Mitton</td> </tr> <tr> <td>Community & Engagement</td> <td>Suzanne Raper</td> </tr> <tr> <td>Defibrillator</td> <td>Iris Illingworth</td> </tr> </table>	Allotments	Barry Evans	Around Pattishall & Litter Pick	Mark Mitton	Community & Engagement	Suzanne Raper	Defibrillator	Iris Illingworth	
Allotments	Barry Evans									
Around Pattishall & Litter Pick	Mark Mitton									
Community & Engagement	Suzanne Raper									
Defibrillator	Iris Illingworth									

Handwritten signature and date:
 June 2025

	Finance	Maria Sadler (Clerk/RFO) /David Keeble
	Flooding	Vacancy
	Footpath Warden	John Russell
	Grants	Iris Illingworth
	Grass Cutting, Trees, hedges, maintenance of old burial ground and church ground	David Hodges
	Highways, Safety, Improvement & Maintenance	Nigel Bannister
	Minibus liaison	Nigel Bannister
	Planning	David Keeble
	Playground, Equipment & Maintenance	John Russell
	School Liaison	Iris Illingworth
	Social Media	Nigel Bannister/Suzanne Raper
	Street Lights	Vacancy
	Village Maintenance	John Russell
8	Agree dates of the next year's Full Council Meetings 2025-2026	
	Thursday 12 th June 2025	Thursday 11 th December 2025
	Thursday 10 th July 2025	Thursday 8 th January 2026
	Thursday 11 th September 2025	Thursday 12 th February 2026
	Thursday 9 th October 2025	Thursday 12 th March 2026
	Thursday 13 th November 2025	Thursday 9 th April 2026
	Agree dates of next year's Annual Parish Meeting and Annual General Meeting 2025/2026	
	Date of Annual Parish Meeting	Thursday 9 th April 2026
	Date of Annual General Meeting	Thursday 14 th May 2026

End of Meeting 716pm

BTE
June 12
2025