

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of the Annual General Meeting held on Thursday 9th May 2019 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Black, Whitehead, Bonnett, Burgess, Huntington, Walker, Mitchell, Marsello and Vickers. The Clerk kept the minutes.

- 1. Apologies for Absence** - Tina Coveley.
- 2. Election of Vice-Chairman** – Cllr Mitchell proposed Cllr Black remains Vice-Chairman, Seconded by Cllr Huntington, all in favour.
- 3. Election of Councillors to serve on the following Working Parties/Committees:**
 - a) Sports field – Cllr Black, Thomason, Whitehead and Vickers.
 - b) Parks & Open Spaces – Cllrs Walker, Mitchell, Burgess and Coveley.
 - c) Finance & General Purposes – Cllrs Whitehead, Black, Thomason, Bonnett and Marsello.
 - d) Responsible Financial Officer – Julie Moule, Clerk.
 - e) Staff Relations Panel – Cllrs Thomason, Bonnett, Walker and Black.
 - f) Downham Village Hall Management Committee – Cllr Thomason and Julie Moule, Clerk.
 - g) Ramsden Heath Village Hall Representative – Cllr Burgess.
 - h) South Hanningfield Village Hall Representative – Members request the Clerk obtains the last two years signed accounts and a copy of the draft minutes of the 2019 AGM. Once this information is received, members will then decide whether one or two Representatives will be required.
 - i) Emergency Planning Officers – Cllrs Marsello, Burgess and Vickers.
 - j) Parish Paths Partnership (P3) – Cllrs Mitchell, Burgess and Vickers.
 - k) Communications Officer – Cllr Huntington.
 - l) Health Liaison Officer – Cllr Coveley.
 - m) Standing Orders – Cllrs Black, Marsello and Mitchell. Once the new Councillor for South Hanningfield is co-opted, he/she will also join.
 - n) Transport Representative – Cllr Walker.
 - o) Update of Member's Interest forms.

There being no further business, the meeting closed at 8.42pm.

Approved as a true record.

Signed.....Dated.....