

## **Minutes of the Annual Council Meeting held by Kingham Parish Council – held on Wednesday 18<sup>th</sup> May 2016, 7.30pm**

**Present :-** Cllrs K. Hartley, J.Harvey, R.Sale and J.Warne Clerk :- N.Marina

Three members of the public and County Cllr Hibbert-Biles

**1. Election of Chairman** - Cllr K.Hartley was proposed by Cllr Sale and 2<sup>nd</sup> by Cllr Warne. 2 members were in favour. Cllr Hartley accepted.

**2. Election of Vice-Chairman** – Cllr G.Harvey was proposed by Cllr Sale and 2<sup>nd</sup> by Cllr Warne. 2 members were in favour. Cllr Harvey accepted.

**3. Election Results** – 5 members were proposed so these members were elected unopposed.

**4. Councillor Acceptance of Office and register of Members Interests** – official forms were completed, signed and dated by members. (Cllrs.)

**5. Apologies for Absence** – received from Cllr J. Dewar

**6. Declarations of Interest** – in items on the Agenda – none received.

**7. Council Vacancies** – it was agreed and approved to co-opt new members. It was noted that two previous Cllrs had shown an interest however the vacancies would be advertised in the Village shop, local Newsletter, local notice boards and also on the Kingham Website.

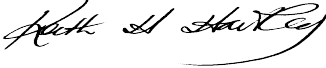
**8. Lead Councillors and Committees** - it was agreed that the lead Cllr for the Kingham Futures group would be Cllr J.Dewar. Cllr Harvey volunteered to be lead Councillor for Playgrounds, Transport and Archive group. It was agreed that when other groups or needs arise to have a lead Cllr – one would be allocated.

**9. Trustees** – The Cllr's were asked to be Trustee's for the 3 Charities within Kingham. These being the Fuel Allotments, The Mellenium Wood and Heydens field. All present agreed.

**10. Standing Orders and Financial regulations review** – the Standing Orders were agreed and approved. A small change to point 39.3 was agreed. It now reads, 'If a member so requests, the Clerk shall record in the minutes the manner in which each member voted except in the case of a secret ballot.' It was also agreed to note on the monthly Minutes the current Bank Balance for the Kingham Parish Account.

**11. Meeting Dates** – were approved. The Parish Council Meetings are held every 3<sup>rd</sup> Wednesday of the Month at 7.30pm in the Village Hall. The Annual **Parish** Meeting is held in March – the usual Parish Meeting will start at 6.30pm in March so as to have the Annual meeting after, at 7.30pm. The Annual **Council** Meeting is to be held in May. There are no meetings held in August and December.

**Meeting Closed at 8pm**

Signed   
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(Chairman) Date 15.06.2016

