

# Hemblington Parish Council

Minutes of the Annual Hemblington Parish Council Meeting held in Heathlands Community Centre on Monday 30th May 2017 at 7:45pm.

## **PRESENT**

Present – Andrew Burtenshaw (Chair) Anthony Howe, George Pickersgill, Caroline Ramsay and Steven Ford (Clerk).

1. Welcome and Introduction to the meeting by Anthony Howe
  
2. **ELECTION OF CHAIR**  
George Pickersgill proposed (seconded by Andrew Burtenshaw) Anthony Howe as chair for the following year. This was unanimously agreed by all present. Anthony Howe signed the declaration of acceptance of office and took the position as chair.
  
3. **ELECTION OF VICE-CHAIR**  
George Pickersgill (seconded by Caroline Ramsay) proposed Bryan Slater as vice-chair for the following year. This was unanimously agreed by all.
  
4. **TO ACCEPT APOLOGIES FOR ABSENCE**  
Bryan Slater
  
5. **TO ADVISE THE COUNCILORS TO UPDATE THEIR DECLARATION OF INTEREST FORMS IF ANYTHING HAS CHANGED**  
The clerk would make the forms available to those whose circumstances had changed and required updating.
  
6. **ELECTION OF TREE WARDEN**  
Andrew Burtenshaw proposed (seconded by George Pickersgill) the council appoint Julie Fox as the tree warden for the forthcoming year if she was willing to continue in the role.
  
7. **TO APPROVE THE CONTINUATION OF PAULINE JAMES AS THE COUNCIL INTERNAL AUDITOR AS APPROPRIATE**  
Caroline Ramsay proposed (seconded by George Pickersgill) and it was unanimously **RESOLVED** to appoint Pauline James to continue as internal auditor.
  
8. **TO APPROVE 3 CHEQUE SIGNATORIES**  
George Pickersgill, Anthony Howe, and Andrew Burtenshaw agreed to continue as cheque signatories on the bank accounts.

There being no further business the meeting closed at approximately 7.53pm.

Signed.....

Dated.....