

OVING PARISH COUNCIL

Minutes of the Annual Meeting held on Thursday 16th May 2019 in Oving Jubilee Hall.

Present: Cllr. S. Schuyleman, Cllr. L. Smith, Cllr. M. Wright, Cllr. D Marston, Cllr. R. Hague, Cllr. S Quigley and Miss R. Palmer (Clerk).

1	Appointment of Chairman	Action
	The meeting started at 6.04 pm. Proposed by Cllr. Wright and seconded by Cllr. Smith it was unanimously agreed to appoint Cllr. Hague as Chairman of Oving Parish Council.	
2	To receive Chairman's declaration of acceptance of office.	
	Cllr Hague signed the Declaration of Acceptance of Office.	
3	Apologies for Absence	
	There were none.	
4	Declarations of Interest under the Code of Conduct.	
	There were no declarations of interest.	
5	Appointment of Vice Chairman.	
	Proposed by Cllr. Smith and seconded by Cllr. Schuyleman it was unanimously agreed to appoint Cllr. Quigley as Vice Chairman to Oving Parish Council.	
6	To receive Vice Chairman's declaration of acceptance of office.	
	Cllr. Quigley signed the Declaration of Acceptance of Office.	
7	Issues raised by members of the public for discussion with Council Members (up to 15 minutes)	
	There were none raised.	
8	Urgent items for reporting and including on a future agenda.	
	Cllr. Smith advised that an application for a licence to hold events at Holly Tree Field had been filed. The Clerk was asked to add this to a future agenda.	Clerk
9	Approval of minutes (available at www.ovingcommunity.org.uk) and review of actions:	
	<p>a) AGM held on 17th May 2018. The minutes of the AGM held on 17th May 2018 were unanimously approved and signed by the Chairman as a true copy. All actions had been completed.</p> <p>b) Parish Council meeting held on 11th April 2019. The minutes of the Parish Council meeting held on 11th April 2019 were unanimously approved and signed by the Chairman as a true copy. All actions had been completed.</p> <p>c) Extraordinary Parish Council meeting held on 26th April 2018 Cllr. Quigley requested an amendment to the minutes of the Extraordinary Parish Council meeting held on 2nd May 2019 – the decision to amend was unanimous. The Clerk was asked to make the amendments and present for approval at the Parish Council meeting to be held on 27th June 2019.</p>	Clerk
10	To agree dates for future OPC Full Council meetings and planning committee meetings from June 2019 to May 2020.	
	Proposed by Cllr. Quigley and seconded by Cllr. Wright it was unanimously approved to accept the dates proposed by the Clerk with one exception which the Clerk was asked to amend prior to advertising.	Clerk
11	To appoint/confirm/or set aside representatives for the following:	
	<p>The Council agreed to appoint the following Councillors and member of the public to the roles as described. The appointments were all voted upon unanimously.</p> <ul style="list-style-type: none"> - Planning committee, including appointment of Chairman. Cllr. Marston (Chairman), Cllr. Schuyleman, Cllr. Wright, Cllr. R. Hague and Mr T. Jones. - Parish Community Safety committee. The Clerk was asked to establish the details of this committee. - Parish Website. Cllr. M. Wright. 	Clerk

	<ul style="list-style-type: none"> - Parish Newsletter. This post was no longer required. - Leader Emergency Plan (includes Evacuation Plan and Winter Plan). The Clerk was asked to write to Mr A. Wilkinson to request his ongoing support to manage this role. - Alms House Trustee. Cllr. Wright. - Village Hall Trustees. Cllr. Wright. - Community Wardens Interface. Cllr. Smith. The Clerk was asked to change the heading of this role to Community Wardens Liaison. - Neighbourhood Watch. Proposed by Cllr Smith and seconded by Cllr. Schuyleman it was unanimously agreed that the Clerk should remove this role. 	Clerk Clerk
12	To consider any matters arising from the Annual Parish Meeting.	
	It was unanimously agreed to defer this item to a future meeting.	
15	Noting of correspondence received since 6th April 2019.	
	It was unanimously agreed to defer this item to a future meeting.	
16	Finance:	
	<p>a) To review the bank balances at 30th April 2019. The bank balances at 30th April 2019 were considered and approved.</p> <p>b) To approve the schedule of payments totalling £1286.30. The schedule of payments, totally £1286.30 was considered, approved and signed by The Chairman as accurate.</p>	
19	Next Meetings.	
	The next Planning Committee meeting will be held on Thursday 20th June 2019 starting at 6.45pm. The next OPC Full Council meeting will be held on Thursday 27th June 2019 starting at 6.45pm.	

The meeting paused from 7pm to 9.30pm for the Annual Parish Meeting and closed at 9.18 pm.

Signed:

Date:

Chairman