



West Winch Parish Council

Minutes of the Annual Meeting held on Wednesday 5th May 2021 at 7:30pm in a virtual meeting room.

Present - Cllr J Lamb, Cllr T Gibson, Cllr B Thrower, Cllr R Shearn, Cllr Mrs M Summers, Cllr P Jackson, Cllr Mrs J Jackson, Cllr J Collier, Cllr Mrs T Pratt, Mrs S Watts (Clerk/RFO).

1. To Elect the Chairman

It was proposed by Cllr Lamb that Cllr Gibson be re-elected as Chairman for the forthcoming year. This was seconded by Cllr Thrower. There were no other nominations and all those present were in favour of Cllr Gibson being elected.

2. Signing of the Acceptance of Office

Cllr Gibson duly signed the Acceptance of office.

3. To Receive Apologies for Absence

Apologies have been received and accepted from Cllr Skerrit.

4. To Elect a Vice-Chair

It was proposed by Cllr Mrs M Summers that Cllr Mrs J Jackson be re-elected as Vice chair for the forthcoming year. This was seconded by Cllr Shearn. There were no other nominations and all those present were in favour of Cllr Mrs J Jackson being elected.

5. Signing of the acceptance of office of the Vice-chair and Councillors.

Cllr Mrs J Jackson will sign the acceptance of office.

6. To approve and sign the minutes of the Annual Meeting held on Tuesday 19th May 2020

It was proposed by Cllr Mrs J Jackson and seconded by Cllr Lamb that the minutes of the Annual General Meeting held on Tuesday 19th May 202 be signed as a true copy. This was agreed by everyone who had been present at the previous Annual Meeting. The minutes were duly signed by the Chairman.

7. To appoint four Councillors (including a chair) onto each of the following Parish Council working groups

a) Planning Working Group

It was proposed by Cllr Shearn and seconded by Cllr Mrs T Pratt with all Councillors were in favour that Cllr Gibson join the planning working group in the vacant position. Planning working group members – Cllr Mrs J Jackson (Chair), Cllr Mrs M Summers, Cllr Thrower and Cllr Gibson.

b) Finance Working Group

It was proposed by Cllr Mrs M Summers and seconded by Cllr Mrs J Jackson with all Councillors in favour that Cllr Mrs T Pratt join the Finance working group in the vacant position.

Finance working group members – Cllr Lamb (Chair), Cllr Thrower, Cllr Skerritt and Cllr Mrs T Pratt,

c) Street Lighting Working Group

It was proposed by Cllr Gibson and seconded by Cllr Lamb with all Councillors in favour that Cllr Mrs K Jackman join the street lighting working group.

Street Lighting working group – Cllr Jackson (Chair), Cllr Shearn, Cllr Dutton, Cllr Mrs K Jackman.

- d) **Playing Fields and Maintenance Working Group**
It was proposed by Cllr Shearn and seconded by Cllr Jackson with all Councillors in favour that Cllr Collier join the playing fields and maintenance working group in the vacant position.
Playing field and maintenance working group – Cllr Thrower (Chair), Cllr Lamb, Cllr Skerritt and Cllr Collier.

8. To appoint Parish Representatives onto the following groups

- a) **Hall Management Committee**
It was agreed Cllr Shearn and Cllr Mrs J Jackson would continue to be the PC representatives.
- b) **Internal Drainage Board**
It was agreed Cllr Thrower will continue in this role representing the PC.
- c) **Neighbourhood plan representative.**
It was agreed Cllr Mrs J Jackson and Cllr Mrs M Summers would be the PC representatives.
- d) **Housing and Transport Steering Group**
It was agreed Cllr Mrs J Jackson, Cllr Mrs M Summers, Cllr Gibson and Cllr Collier would be the PC representatives.

9. To approve the Annual Governance Statement 2020/21.

The Clerk emailed copies of the Annual Governance statement to all Councillors. It was agreed by all Councillors to tick yes for boxes 1-8 with box 9 being not applicable. The paperwork was duly signed by the Chairman and Clerk.

10. To approve the Accounting Statements 2019/20.

The Clerk emailed copies of the Accounting Statement to all Councillors. It was proposed by Cllr Mrs J Jackson and seconded by Cllr Lamb with all Councillors in favour that the Accounting statement should be signed. The paperwork was duly signed by the Chairman and Clerk.

11. Close of Annual Parish Council Meeting

The meeting closed at 19:50

Signed _____

Dated _____