

RAVENSTONE PARISH COUNCIL

Minutes of the Parish Annual Meeting & Annual Meeting held in Ravenstone Village Hall on Thursday 11th May 2017 at 7.30pm

Present: Cllrs R. Rook (in the Chair), S. Bailey, R. Humphreys, N. Brinner and H. Anderson. I resident Clerk J Vischer.

1. **Apologies** Ward Cllrs P. Geary, K. McLean, D Hosking.
2. **Reports**
 - 2.1. Outgoing Chair's report on the year – see attached. A Vote of Thanks was passed in favour of the outgoing Chair Cllr Rook for his tireless commitment to the role and for piloting the Parish Council to its several achievements during the year.
 - 2.2. Report of Village Hall Committee representative Cllr Bailey - see attached
3. **Election of Chairman for the forthcoming year** – There was one nomination. Cllr Rook was duly elected Chair. Proposer Cllr Bailey, seconder Cllr Brinner, unanimous.
4. **Election of Vice Chair for the forthcoming year** – There was one nomination. Cllr Bailey was duly elected Vice Chair. Proposer Cllr Rook, seconder Cllr Humphreys, unanimous.
5. **Appointment of external representatives for the forthcoming year**
 - 5.1. Village Hall Committee – Cllr Bailey to continue in the role.
 - 5.2. Chapman Education Foundation liaison - Alan Faulkner-Stevens to continue in the role.
 - 5.3. N.E. Area Forum - representatives to be agreed on a per meeting basis. Clerk to establish dates.
6. **Review and Acceptance of Standing Orders** – All councillors had read and understood the document during the course of the year. Approved. Proposer Cllr Anderson, seconder Cllr Rook, unanimous. It was agreed to modify paragraph 23 (media relations) for clarification. CLK
7. **Review and Acceptance of Code of Conduct** - All councillors had read and understood the document during the course of the year. Approved. Proposer Cllr Anderson, seconder Cllr Rook, unanimous.
8. **Review and Acceptance of Risk Assessment Policy** – Five updates had been incorporated. Approved. Proposer Cllr Bailey, seconder Cllr Anderson, unanimous. It was agreed to add a line item concerning the discreet holding of the new allotments deposits. CLK
9. **Review and Acceptance of Fixed Assets Schedule** – the new play equipment and the picnic bench had been incorporated. Approved. Proposer Cllr Brinner, seconder Cllr Anderson.

The meeting closed at 8.10pm

Signed

date