

RAVENSTONE PARISH COUNCIL

Minutes of the Annual Meeting held Thursday 13th June 2019 at Ravenstone Village Hall at 7.30 pm

Present: Cllrs S. Bailey (in the Chair), R. Humphreys, H. Anderson, N. Brinner. Ward Cllr P. Geary. No members of the public. Clerk J Vischer.

1. **Apologies** – Cllr L. Postawa, Ward Cllrs D. Hosking and K. McLean. These were accepted.
2. **Reports**
 - 2.1. Outgoing Chair's Report on the year – the Chair gave a brief summary of the year, which had been dominated by the very successful Neighbourhood Plan.
 - 2.2. Report of Village Hall Committee representative – The Chair summarised the Village Hall Committee activities. Annual accounts would be issued shortly.
2. Election of Chairman for the forthcoming year – Cllr Bailey was duly elected Chair. Proposer Cllr Anderson, seconder Cllr Humphreys. Unanimous.
3. Election of Vice Chair for the forthcoming year – Cllr Humphreys was duly elected Vice Chair. Proposer Cllr Anderson, seconder Cllr Brinner. Unanimous.
4. Appointment of external representatives for the forthcoming year
 - 4.1. Village Hall Committee - Cllr Bailey.
 - 4.2. Chapman Education Foundation liaison – Mr Alan Faulkner-Stevens to continue in the role. (Cllr Anderson to confirm)
 - 4.3. Olney Ward Forum - Cllr Anderson.
5. Adoption of annual review documents (previously circulated) –
 - 5.1. Standing Orders – discussion revolved around the meeting day and meeting frequency but it was agreed to leave things as they stand. Approved.
 - 5.2. Code of Conduct - Approved.
 - 5.3. Risk Assessment Policy - Approved.
 - 5.4. Fixed Assets Schedule. Approved – subject to the following two amendments: number of rubbish bins is three; number of seats is two.

Meeting closed 7.50pm

signed

date