



Chew Stoke Parish Council

Present: Cllrs Steven Read, Nicola Ainger, Nick Baker, Ali Cunningham & Carol Dyer, James Edgerton and Steve Hicks.

Clerk: Sarah-Jane Streatfeild-James

Minutes of the Annual Meeting of the Parish Council held on Thursday 11th May 2023 at 7.30pm in the Village Hall, Chew Stoke.

Minutes 2023/AMPC

The meeting was opened by the outgoing Chair, Dick Raffety.

1. **Election of new Chair:** Resolved that Cllr Read be so elected. Proposed by Cllr Dyer and seconded by Cllr Cunningham. Unanimously agreed.

Cllr Read took over meeting as the Chairman.

2. **To elect a Vice-chair of the council:** Resolved that Cllr Dyer be so elected, proposed by Cllr Cunningham, seconded by Cllr Ainger, unanimously agreed.
3. **Apologies for absence:** none
4. **To note election results** - that the councillors above are duly elected to Chew Stoke Parish Council and Declarations of Acceptance of Office forms were completed and received by the Clerk.

5. **The following working groups were agreed:**

Finance:

Cllr Cunningham
Cllr Read
Cllr Ainger

Staff:

Cllr Read
Cllr Cunningham
Cllr Dyer

Signed by:

Date:

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Planning:

Cllr Baker
Cllr Hicks
Cllr Ainger

Parks & Recreational Grounds:

Cllr Baker
Cllr Edgerton
Cllr Hicks

Highways:

Cllr Dyer
Cllr Hicks

6. The following appointments of reps to outside organisations were agreed:

B&NES Flood rep – Cllr Edgerton
B&NES Parish Liaison rep – Cllr Ainger
Chew Valley Forum – Cllr Hicks
CV Area Forum Climate & Nature Emergency Working Group – Cllr Baker and resident
Parish Councils Airport Association – Cllr Ainger

7. The following policies were reviewed and adopted:

Financial Regulations – reviewed and adopted in April 23
Standing orders – reviewed and adopted in March 23
Code of Conduct
Asset Register
Risk Assessment
Data Breach procedure (new policy)

Confirmed the continuation of the councils subscription to CPRE

8. Appointment of an Internal Auditor - agreed to appoint Joanne Bryant as the Internal Auditor for the next financial year.

9. The time and dates for meetings for the following year:

Agreed to the 1st Thursday of each month except for August.

10. To note any Freedom of Information requests in the last year: none

Meeting closed at 7.45pm

Signed by:

Date:

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