



Chew Stoke Parish Council

Present: Cllrs Nicola Ainger, Nick Baker, Rowan Coleman, Steve Hicks and Steven Read,

Clerk: Sarah-Jane Streatfeild-James

Minutes of the Annual Meeting of the Parish Council held on Thursday 8th May 2025 at 7.30pm in the Village Hall, Chew Stoke

Minutes 2025/AMPC

1. **Election of new Chair of the council:** Resolved that Cllr Steven Read be so elected, unanimously agreed.
2. **To elect a Vice-chair of the council:** Resolved that Cllr Nick Baker be so elected, unanimously agreed.
3. **Apologies for absence:** Cllr Alex Cooke and Ali Cunningham
4. **The following working groups were agreed:**

Staff:

Cllr Read
Cllr Cunningham
Cllr Hicks

Finance:

Cllr Cunningham
Cllr Read
Cllr Ainger
Cllr Coleman

Planning:

Cllr Baker
Cllr Ainger
Cllr Coleman

Signed by:

Date:

Chew Stoke Parish Council- minutes of annual meeting held on Thursday 8th May 2025

Parks & Recreational Grounds:

Cllr Baker
Cllr Cooke
Cllr Wilson
Cllr Ainger

Highways:

Cllr Hicks
Cllr Cooke
Cllr Wilson

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

B&NES Flood rep – to alternate representation
B&NES Parish Liaison rep – Cllr Hicks
Chew Valley Forum – Cllr Ainger, (all residents can attend)
Parish Councils Airport Association – Cllr Wilson (alternatively agreed to rotate representation at meetings if required)

6. The following policies were reviewed and adopted:

Financial Regulations
Standing Orders
Code of Conduct (CSPC use B&NES's version of the Local Government Assoc, will amend if updated)
Asset Register
Risk Assessment
Risk Management Policy

Confirmed the continuation of the council's subscription to Campaign for the Protection of Rural England (CPRE)

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

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

Agreed to the 1st Thursday of each month except for August. To hold the Jan 2026 meeting on Thursday 8th, a week later than normal due to the Christmas holidays.

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

Meeting closed at 7.56pm

Signed by:

Date:

Chew Stoke Parish Council- minutes of annual meeting held on Thursday 8th May 2025