



Chew Stoke Parish Council

Present: Cllrs Nicola Ainger, Nick Baker, Alex Cooke and Carol Dyer

Clerk: Sarah-Jane Streatfeild-James

**Minutes of the Annual Meeting of the Parish Council held on
Thursday 9th May 2024 at 7.30pm in the Village Hall, Chew Stoke.**

Minutes 2024/AMPC

1. **Election of new Chair:** Resolved that Cllr Read be so elected. Proposed by Cllr Baker and seconded by Cllr Ainger. Unanimously agreed.
2. **To elect a Chair for the meeting in the Chair's absence:** Cllr Dyer was elected as the Chair for the meeting.
3. **To elect a Vice-chair of the council:** Resolved that Cllr Dyer be so elected, proposed by Cllr Ainger, seconded by Cllr Cooke, unanimously agreed.
4. **Apologies for absence:** Cllr Steven Read, Ali Cunningham and James Edgerton.
5. **The following working groups were agreed:**
 - Finance:
Cllr Cunningham
Cllr Read
Cllr Ainger
Cllr Dyer
 - Staff:
Cllr Read
Cllr Cunningham
Cllr Dyer
 - Planning:
Cllr Baker
Cllr Ainger
1 vacancy to be filled when council at full capacity

Signed by:

Date:

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Parks & Recreational Grounds:

Cllr Baker
Cllr Edgerton
Cllr Cooke

Highways:

Cllr Dyer
Cllr Cooke

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

B&NES Flood rep – Cllr Edgerton
B&NES Parish Liaison rep –
Chew Valley Forum –
CV Area Forum Climate & Nature Emergency Network - Cllr Baker
Parish Councils Airport Association – agreed to rotate representation at meetings

7. 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)

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. To hold the Jan 2025 meeting on Thursday 9th, a week later than normal due to the Christmas holidays.

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

Meeting closed at 7.42pm

Signed by:

Date:

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