

Farnham Parish Council

DRAFT Minutes of the Annual General Meeting

held in the Museum Inn on

Tuesday 8th May 2018 at 7:00pm

Present: Chair Penny Everard (PE), Vice Chair Gail Sadd (GS), Cllr Roy Bartlett (RB), Cllr Vicky Forbes (VF), Cllr Tracey Hartles (TH), Cllr Ned Miller (NM) and Cllr/Parish Clerk Sara-Jane Newenham (SJM) Cllr Piers Brown NDDC

18/AGM/01 Apologies for absence: None

18/AGM/02 To approve the minutes of the AGM 15th May 2017 Signed by PE; proposed by TH and seconded by GS.

18/AGM/03 To elect a Chairman of the Parish Council 2018-2019 Cllr Penny Everard was elected as Chairman, nominated by GS and seconded by SJM

18/AGM/04 To receive declarations of acceptance of office: All councillor paperwork is up to date and is now on the website.

18/AGM/05 To elect a Vice-Chairman of the Parish Council 2018-2019 Gail Sadd was elected as Vice-Chairman, nominated by TH and seconded by NM

18/AGM/06 To appoint Parish Officers for 2018-2019 Parish Officers for the year were appointed as follow and councillor responsibilities were agreed

Chair	Penny Everard	All responsibilities of a chair person
Vice-Chair	Gail Sadd	All responsibilities of Vice Chair and pathways
Cllr	Roy Bartlett	All responsibilities of Cllr and play park management
Cllr	Vicky Forbes	All responsibilities of Cllr and tree management
Cllr	Tracey Hartles	All responsibilities of Cllr and assistant to the parish clerk
Cllr	Ned Miller	All responsibilities of Cllr and highways/flood/snow/ice
Cllr	Sara-Jane Newenham	All responsibilities of Parish Clerk and RFO

18/AGM/07 To confirm councillor responsibilities for the year 2018-2019: See above.

18/AGM/08 Items of urgent business not included on the agenda

Finance: SJN presented completed paperwork for the Annual Governance and Accountability Return for 2017-2018 Part 2. FPC approved Section 1 nominated by PE and seconded by GS and Section 2 nominated by TH and seconded by NM.

Action: SJN to send paperwork and certificate of exemption to PKF Littlejohn and have all financial paper work available for the internal audit on 21st May 2018.

Confirmation of the dates of the period for the exercise of public rights will be from Monday 4th June 2018- Friday 13th July 2018.

Planning application for Clematis Cottage, Newtown was discussed and FPC have no objections to the extensions. However, a concern was raised was regarding access to the site.

Action: SJN to complete online response. FPC decision: No objections.

DAPTC correspondence regarding future decisions for the unitary council; paperwork was completed at the meeting.

The meeting ended at 7:30pm.

Signed.....(Chairman)

Date.....