

The Charltons Parish Council

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“Draft” Minutes of Annual Parish Council Meeting
held on Tuesday 16th May 2023 in the Reading Room, Hillway, Charlton Mackrell,
Following the Annual Parish Meeting, commencing at 7.00pm and
to be followed by the Ordinary Parish Council Meeting

Councillors Present:

Tamzin Elliott (Chairman)
Nick Blackledge
Alan Crawley
Mike Parsons

Bob Adams (Vice-Chairman)
Susie Crang
Dennis Elliott
Adam Ware

In Attendance: C.Cllr D Ruddle, the Clerk and one member of the public.

23/32. Election of the Chairman of the Council and receive his/her Declaration of Acceptance of office.

The Vice Chairman called for nominations.

RESOLVED: One nomination was received for Cllr Tamzin Elliott, who was elected unanimously and duly signed her DOAO as Chairman.

23/33. Election of the Vice Chairman of the Council and receive his/her Declaration of Acceptance of office.

RESOLVED: The Chairman received one nomination for Cllr B Adams who was elected unanimously.

23/34. Apologies for absence.

RESOLVED: None.

23/35. Parish Council Vacancy.

To consider applications received and conduct vote to fill casual vacancy on the Parish Council by co-option.

RESOLVED: No applications received. The Clerk would continue to advertise the vacancy.

23/36. Election of Officers, Statutory and Standing Committees (if any), Working Groups (WG) and allocation of Parish Responsibilities to individual Councillors.

RESOLVED:

- a. Highways/Speeding – Cllrs Crawley and Parsons
- b. Footpaths – Cllrs T Elliott and Blackledge
- c. Archdeacon Brymer Trust – Cllr Adams and Mrs Denise Simpson
- d. Youth Services – Cllrs Adams and Ware
- e. Memorial Playing Field and community Hall – Cllr Ware
- f. Environmental – Cllr Crang
- g. Personnel Committee – Cllrs Blackledge, T Elliott and Parsons
- h. Community Plan WG – Cllr Adams
- i. Conservation Area WG – Cllrs Adams, Blackledge and Crang

- j. Flood Relief Measures WG – No longer required since remedial measures to Bullbrook appear to have been carried out on the Kingweston Estate. Cllr Blackledge to be the representative on any future flood issues.
- k. Bank Signatories – Cllrs Adams, Blackledge and T Elliott. To add Cllrs Crawley/Parsons and remove ex Cllrs Simpson and Moulding.
- l. Community Infrastructure Levies (CIL) WG – Cllrs Adams and Crawley
- m. Website – The Clerk
- n. Internal Auditor – Simon Pritchard, Moderamen.

23/37. To Review The Charltons Parish Council Risk Assessment.

RESOLVED: The Clerk previously circulated the Risk Assessment which was reviewed and approved.

23/38. To Review The Charltons Assets Register.

RESOLVED: The Clerk previously circulated the Assets Register which was reviewed, amendments suggested for circulation prior to approval at the next meeting.

There being no further business, the meeting closed at 8.10pm and was followed by the Ordinary PC meeting.

Signed

Dated

