Minutes of the Annual Meeting of Framfield Parish Council held at the Village Hall, Blackboys, on Tuesday, 23 May 2017 at 7.30 pm

Present Jeff Goggin (Chairman) Alan Greenslade

Selina Allen (Vice Chairman)

Keith Brandon

Peter Friend

Noel Mansley

Maria Naylor

Rob Newton

Councillor Chris Dowling (ESCC)

In attendance Ann Newton - Clerk Members of the Public – one.

Members of the Press - none.

1. Apologies

Councillor Sam Sharples.

2. Declarations of Interest

Councillors to give notice of declarations of personal and prejudicial interests in respect of items on the agenda. There were none.

3. To Elect a Chairman and Receive Declaration of Office

Selina Allen proposed that Jeff Goggin be re-elected as Chairman; this was seconded by Rob Newton and agreed by all. There were no other nominations and Jeff stated that he was willing to stand. Jeff signed the Declaration of Office.

4. To Elect a Vice Chairman

Rob Newton proposed that Keith Brandon be re-elected as Vice-Chair, this was seconded by Maria Naylor and agreed by all. There were no other nominations.

5. To Elect Committees and Representatives

Following discussion the meeting proposed that the membership of committees and representatives be adopted on bloc, as detailed below (SA/RN). The Committees were asked to elect a Chairman/Vice Chairman at their first meeting.

Committees

- Finance and General Purposes (Chairman, Vice Chairman, PF, AG, MN and RN).
- Planning (KB (Chairman), PF (Vice Chairman), JG, and MN with SA as a substitute). [Post meeting note

 Noel Mansley offered but subsequently withdrew his suggestion to sit on the Committee].

Appointments/Representatives

- School Governor Representatives (St Thomas a Becket Church of England Federation (Blackboys and Framfield CEP Schools) (KB).
- WDALC/SALC/Wealden Planning Panel (Clerk)
- Emergency Planning Co-ordinator/Police (SA).
- Internal Audit (Keith Robertson)

6. Approval of the last minutes – 28 March 2017.

It was resolved to accept the minutes of the meeting held on 28 March 2017, having been circulated, as a true and accurate record of the meeting. The minutes were signed by the Chairman as proposed by Selina Allen and seconded by Peter Friend. Any matters arising would be dealt at the next meeting.

7. Review of the Council's Internal Audit Effectiveness – all were in receipt of the report from the Internal Auditor.

Councillors discussed the findings of the report as detailed above and were happy with the comments. An FGP meeting would be set up in due course to go through the report and action any points. **ACTION: CLERK.**

8. Review and adoption of the Governance Statement as detailed in the Annual Return (AR) – a copy of the AR had been circulated.

Members of the Council, having read page two (Section 1) of the Annual Return (Annual Governance Statement 2016/17) agreed the points 1-9 detailed and the Chairman and Clerk duly signed the statement. As proposed by Rob Newton and seconded by Jeff Goggin.

9. Formal approval of the Accounts for the year ending 31 March 2017.

The Council formally approved the Accounts as proposed by Keith Brandon, seconded by Maria Naylor and the Chairman signed the declaration on page three (Section 2). The Clerk would carry out the appropriate advertising in the normal way and put the document on the website. **ACTION: CLERK.**

10. Adoption of the Parish Council Risk Assessment.

The new Pavilion on Blackboys Recreation Ground had been added and the document was subsequently adopted as read with no other changes.

11. Adoption of the Financial Regulations.

No changes were made and the document was subsequently adopted as read.

12. Adoption of the Standing Orders.

No changes were made and the document was subsequently adopted as read.

13. Date of the next full Parish Council meeting	g – 25 July 2	2017 (char	nge of date).
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The meeting closed at 7.55 pm.	
Chairman	Date