

SHRIVENHAM PARISH COUNCIL

Minutes of Annual Meeting of Shrivenham Parish Council

held on Wednesday 8th May 2023 at 7pm

In the Vic Day Hall

Present: Cllr Richard Bartle (RB), Cllr Bob Sheldon (RS), Cllr Elaine Ware (EW), Cllr Stu Coffey (SC), Cllr Nathan Woodhouse (NW), Cllr Gerard Pearson (GP), Cllr Lucy Brown (LB), Cllr Bjorn Watson (BW), Cllr Julia Jones (JJ), Cllr Claire Winfield (CW), Cllr Simon Howell (SH)

In Attendance: Julia Evans, Lyn Frape

County Councillor:

District Councillors:

Public: 2 Members of the public

24/121	APPOINTMENT OF CHAIR OF THE PARISH COUNCIL Cllr Bartle presided. Cllr Sheldon was nominated. Proposed Cllr Bartle, Seconded Cllr Watson. RESOLVED. Cllr Sheldon signed the Declaration of Acceptance of Office and took the Chair.	
24/122	APPOINTMENT OF VICE-CHAIR OF THE PARISH COUNCIL Cllr Bartle was nominated. Proposed Cllr Watson, Seconded Cllr Ware. Cllr Winfield was nominated. Proposed Cllr Coffey, Seconded Cllr Woodhouse. Voting was by show of hands. Cllr Bartle received 7 votes. Cllr Winfield received 2 votes. It was RESOLVED that Cllr Bartle be appointed vice-chair. Cllr Bartle signed the Declaration of Acceptance of Office.	
24/123	APPOINTMENT OF ORGANISATION AND FINANCE COMMITTEE Cllrs Bartle, Watson, Sheldon, Jones, Pearson and Ware were appointed. Proposed Cllr Bartle, Seconded Cllr Jones. RESOLVED.	
24/124	APPOINTMENT OF PERSONNEL COMMITTEE Cllrs Bartle, Sheldon, Watson and Jones were appointed. Proposed Cllr Sheldon, Seconded Cllr Bartle. RESOLVED.	
24/125	APPOINTMENT OF DISCIPLINARY AND GRIEVANCE COMMITTEE Cllrs Bartle, Sheldon, Watson and Jones were appointed. Proposed Cllr Sheldon, Seconded Cllr Bartle. RESOLVED.	
24/126	APPOINTMENT OF PLANNING COMMITTEE Cllrs Bartle, Watson, Jones, Sheldon, Pearson and Ware were appointed. Proposed Cllr Jones, Seconded Cllr Coffey. RESOLVED.	
24/127	PLANNING COMMITTEE DELEGATED POWERS Authority was delegated to the Planning Committee to submit responses to planning applications on behalf of the Parish Council. Proposed Cllr Brown, Seconded Cllr Howell. RESOLVED.	
24/128	MEMBER WITH SPECIAL RESPONSIBILITY FOR FINANCE Cllr Sheldon was appointed. Proposed Cllr Bartle, Seconded Cllr Jones. RESOLVED.	
24/129	MEMBER WITH SPECIAL RESPONSIBILITY FOR ENVIRONMENT Cllr Watson was appointed. Proposed Cllr Jones, Seconded Cllr Ware. RESOLVED.	
24/130	MEMBER WITH SPECIAL RESPONSIBILITY FOR TRANSPORT Cllr Coffey was appointed. Proposed Cllr Winfield, Seconded Cllr Jones. RESOLVED.	
24/131	DEFIBRILLATOR GUARDIAN Mr John Lloyd proposed as Defibrillator Guardian. Proposed Cllr Bartle, Seconded Cllr Ware. RESOLVED. Cllr Sheldon to ask Mr Lloyd.	RS
24/132	EMERGENCY PLAN	

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	Mr Lewis Hilsdon, Hall Manager, proposed to continue to be responsible for the Emergency Plan. Proposed Cllr Bartle, Seconded Cllr Ware. RESOLVED. Cllr Sheldon to ask Mr Hilsdon.	RS
24/133	MEMBER WITH RESPONSIBILITY FOR SPEEDWATCH AND THE NEIGHBOURHOOD ACTION GROUP (NAG) Cllr Pearson was appointed. Proposed Cllr Jones, Seconded Cllr Ware. RESOLVED. It was noted that the NAG had not met since lockdown.	
24/134	MEMBER WITH RESPONSIBILITY FOR THE ALLOTMENTS Cllrs Sheldon and Woodhouse were appointed. Proposed Cllr Bartle, Seconded Cllr Jones. RESOLVED.	
24/135	MEMBER WITH RESPONSIBILITY FOR CLIMATE EMERGENCY Cllr Watson was appointed. Proposed Cllr Jones, Seconded Cllr Sheldon. RESOLVED.	
24/136	MEMBER WITH RESPONSIBILITY FOR BUSINESS LIAISON Cllr Winfield was appointed. Proposed Cllr Bartle, Seconded Cllr Watson. RESOLVED.	
24/137	MEMBER WITH RESPONSIBILITY FOR SCHOOL LIAISON Cllr Jones was appointed. Proposed Cllr Ware, Seconded Cllr Bartle. RESOLVED.	
24/138	MEMBERS WITH RESPONSINILITY FOR SOCIAL MEDIA Cllrs Brown and Howell were appointed. Proposed Cllr Ware, Seconded Cllr Jones. RESOLVED.	
24/139	INTERNAL AUDIT REPORT The report was received and noted. No issues were raised.	
24/140	ANNUAL GOVERNANCE STATEMENT The Annual Governance statement was reviewed and approved. Proposed Cllr Bartle, Seconded Cllr Ware. RESOLVED. The statement was signed.	
24/141	ANNUAL ACCOUNTING STATEMENT The Annual Accounting statement was reviewed and approved. Proposed Cllr Ware, Seconded Cllr Pearson. RESOLVED. The statement was signed.	
24/142	DATES FOR NOTICE OF PUBLIC RIGHTS This was to run from 3 rd June to 12 th July 2024. Proposed Cllr Woodhouse, Seconded Cllr Sheldon. RESOLVED.	
24/143	INSURANCE 2024/25 Details had been circulated. The quote was approved. It was noted that the Council was in a long term agreement. Proposed Cllr Brown, Seconded Cllr Coffey. RESOLVED.	
24/144	COUNCIL MEETING DATES 2024/25 It was agreed to retain the first Wednesday of each month, except August for council and trust meetings. The meeting dates for the coming year are 5 th June, 3 rd July, 4 th September, 3 rd October, 6 th November, 4 th December, 8 th January 2025, 5 th February 2025, 5 th March 2025, 2 nd April 2025, 7 th May 2025.	

The meeting closed at 19.30