

Minutes of the Annual General Meeting of Gosfield Parish Council held on Monday 21st May 2018 at the Pavilion, the Playing Field, Church Road, Gosfield at 7.00 pm. These are draft minutes and yet to be agreed by the Parish Council.

Present.

Cllr. Mandy Adams.

Cllr. Laurence Carter.

Cllr. Tricia Edwards

Cllr. Isla Gill.

Cllr. Carol Hough. Arrived 7.10

Cllr. Thea Maragkakis.

Cllr. Maggie Pawsey. Arrived 7.10.

Cllr. Tony Strudwick.

Cllr. Bob Waters

Amanda Degnan – Relief Clerk.

Together with 16 members of the public.

18/54 Apologies for absence. Parish Clerk and County Councillor Jo Beavis.

18/55 Election of Chairman. Cllr. Waters was proposed by Cllr. Edwards, Seconded by Cllr. Maragkakis. Cllrs. Edwards, Adams, Waters and Maragkakis for. Cllrs. Gill. Carter and Strudwick abstained. Therefore, the proposal was carried and Cllr. Waters was duly re-elected as Chairman.

18/56 Election of Vice Chairman. Cllr. Edwards was proposed by the Chairman, Cllr. Waters. Seconded by Cllr. Gill. Six Councillors voted in favour of the proposal. Cllr. Carter abstained. Therefore, the proposal was carried and Cllr. Edwards was re-elected as Vice Chairman.

18/57 To sign the acceptance of office. Chairman. The Chairman, Cllr. Waters duly signed the acceptance of office.

18/58 To agree the meeting dates for the year 18/19 – appendix A. Proposed Cllr. Gill, Seconded Cllr. Adams. All in favour. Agreed.

18/59 To agree the members of the Planning Committee. Cllrs Edwards. Pawsey, Strudwick and Waters. Agreed.

18/60 To agree the members of the Playing Field Management Committee. Cllrs. Hough, Pawsey and Strudwick. Agreed.

18/61 To agree the members of the Advisory Committees.

a) **Footpaths.** Cllrs. Adams, Carter and Hough. Agreed.

b) **Children's Play Area.** Cllrs. Adams, Gill, Hough and Pawsey. Agreed.

- c) **Appeals.** Cllrs. Carter and Gill. Agreed.
- d) **Finance.** Cllrs. Carter, Edwards, Gill and Strudwick. Agreed.
- e) **Personnel.** Cllrs. Waters (ex officio), Edwards, Gill, Strudwick and Maragkakis. Agreed.
- f) **GNR.** Cllr. Adams, Hough and Carter. Agreed.
- g) **Grapevine Editor.** Cllr. Strudwick. Proposed Cllr. Waters. Seconded Cllr. Adams. All agreed.

18/62 To agree members to the outside bodies.

- a) **Essex Association of Local Councils.** Cllr. Carter.
- b) **Braintree Association of Local Councils.** Cllr. Carter.
- c) **Coffee Rooms Trust.** Cllr. Waters.
- d) **Maurice Rowson Hall Management Committee.** Cllr. Strudwick. Proposed Cllr. Waters. Seconded Cllr. Pawsey. All agreed.

18/63 To make the following appointments.

- a). **Tree Warden.** Cllr. Carter.
- b). **Passenger Transport Representative.** Cllr. Carter.

18/64 To appoint the Responsible Financial Officer. Jo Beavis, Parish Clerk. Proposed Cllr. Adams. Seconded Cllr. Hough. Agreed.

18/65 To appoint the Internal auditor. Maurice Lake &Co Ltd. Agreed.

18/66 To appoint the Web-Master. Jo Beavis, Parish Clerk. Cllr. Edwards noted that the AGAR and Annual Accounts need to be placed on the website by next week (w/b 28th May).

18/67 To appoint the Allotment Liaison Officer. Jo Beavis, Parish Clerk to be asked to take on this role. If she declines it is to be placed on the next agenda.

18/68 To agree a timescale to review: a) Standing Orders. b). Financial Regulations. It was agreed that the Clerk should complete the review of these items by the end of September 2018.

- **A reminder to all Parish Councillors to report any changes to their Register of Interest Form to the Monitoring Officer at Braintree District Council – The Clerk has the contact details.** It was agreed to ask the Clerk to bring copies of the Register of Interest Forms to the next meeting for Councillors to complete.

Signed.....

Chairman of the Parish Council.