



# HEATH & REACH PARISH COUNCIL



## Annual Meeting of the Parish Council held on Monday 12<sup>th</sup> May 2025 at The Barn, Heath & Reach at 7pm. DRAFT MINUTES

### 1. Appointment of Chair for proceedings:

Motion: to appoint PC Chair to open the meeting:

*Cllr. Fitzpatrick opened meeting.*

### 2. Election of Chairman 2025/2026:

The Parish Council to appoint a Chairman to the Parish Council for 2025/26 and for the appointed Chair to take the seat as Chair for the meeting:

*Cllr. Fitzpatrick expressed that she was happy to continue as Chair. Cllr. Reading put himself forward. Following a vote, Cllr. Reading was appointed Chairman by a majority.*

### 3. Election of Vice-Chairman 2025/26:

The Parish Council to appoint a Vice Chairman to the Parish Council for 2025/26:

*Cllr. Boyden, although absent had expressed that he was happy to continue as Vice-Chairman. As there were no other candidates, Cllr. Boyden was re-elected as Vice – Chairman.*

### 4. Election of members to Parish Council Committees:

(a) Finance: Chair – Cllr. Boyden.

(b) Planning & Environment: Chair – Cllr. Boyden.

(c) Sports and Recreation: Chair – Cllr. Bevan.

(d) Cemetery: Chair – Cllr. Bevan.

*It was agreed that all members of the PC are members of the committees, due to low numbers.*

### 5. Approval of Annual Parish Council Meeting minutes for May 2024:

*Approved and signed by Cllr. Fitzpatrick.*

### 6. Parish Council Policies / Standing Orders. Motion:

The Parish Council to review existing Parish Council Policies / Standing Orders and adopt new Parish Council policies.

*Clerk confirmed PC policies are updated throughout the year and next review date for standing orders is 2027.*

### 7. Parish Councillors' Roles & Responsibilities for 2025/26:

(a) Allotments: Cllr. Inns.

(b) Rushmere: Cllr. Bevan.

(c) Police: Cllr. Boyden.

(d) Quarries: Cllr. Reading.

(e) St Leonards School: Cllr. Reading.

*Meeting closed at: 7.05pm*

*In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.*