

**ANNUAL GENERAL MEETING**

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL  
TUESDAY 7TH MAY 2013 AT 7.30PM  
WOULDHAM VILLAGE HALL**

Present: Cllr R Stone (Chairman)  
Cllrs D Adams, K, Craib, T Fulwell, J Gore, J Head and K Savage  
Mrs S Eggesden (Clerk)

In Attendance: Borough Councillors D Davis and R Dalton  
County Councillor P Homewood

		<b>ACTION</b>
<b>1</b>	<b>APOLOGIES</b> There were apologies from Cllr A Parnell.	
<b>2.</b>	<b>CHAIRMAN'S REPORT</b> The Chairman's report for 2012-13 had been circulated to Councillors prior to the meeting. The report is attached as Appendix A.  At this point, the Chairman effectively stepped down from the role of Chairman and asked for nominations for the Chairman for the forthcoming year.	
<b>3.</b>	<b>APPOINTMENT OF CHAIRMAN</b> Cllr Savage nominated Cllr Stone and this was seconded by Cllr Adams. There were no other nominations and therefore Cllr Stone was elected Chairman for the forthcoming year.  Cllr Stone then took the Chair and sought nominations for the post of Vice Chairman of the Parish Council.	
<b>4.</b>	<b>APPOINTMENT OF VICE-CHAIRMAN</b> Cllr Adams nominated Cllr Savage and this was seconded by Cllr Stone. There were no other nominations and therefore Cllr Savage was elected Vice-Chairman for the forthcoming year.	
<b>5.</b>	<b>DECLARATION OF ACCEPTANCE OF OFFICE:</b> The Chairman and Vice Chairman, prior to continuing the business of the Parish Council, then signed the Declaration of Acceptance of Office, witnessed by the Clerk, being the Proper Officer of the Parish Council.	
<b>6.</b>	<b>COUNCILLORS DUTIES:</b> It was agreed that the responsibilities of Councillors should remain the same for 2013-2014. Recreation Ground – Cllr Fulwell Footpaths – Cllr Stone and Cllr Head Wouldham Common – Cllr Adams and Cllr Head Village Hall – Cllr Stone, Cllr Adams and Cllr Savage Riverside – Cllr Stone	

	<p>Allotments – Cllr Craib                  Street Lighting – Cllr Adams                  Litter/Cleaning – Cllr Head and Parish Clerk                  Highways – Cllr Head/All Councillors                  School Governor and Pre School Liaison – Cllr Adams                  Parish Website – Parish Clerk                  Church News – Cllr Craib                  Henry Peters Trust – Cllr Savage and Cllr Stone</p>	
<p><b>7.</b></p>	<p><b>MEMBERS OF THE PUBLIC:</b>                  There were no members of public present.</p> <p>The Annual General Meeting closed at 7.40 pm and the normal monthly meeting of the Parish Council continued.</p>	