

**HAZLEMERE PARISH COUNCIL**

**ANNUAL COUNCIL MINUTES 16 MAY 2022 20.15 AT CEDAR BARN**

**MEMBERS OF THE COUNCIL PRESENT:**

J Baker, L Casey, A Cecil, P Fleming, E Gemmell, I Hamilton, C Oliver, P Ruffles, D Thompson and J Weaver.

Clerk and Administrative Assistant.

**MEMBER(S) OF THE PUBLIC PRESENT:**

None

**ACM01/05/22 WELCOME BY CLERK**

The Clerk welcomed Councillors to the Annual Council Meeting.

**ACM02/05/22 ELECTION FOR CHAIRMAN OF COUNCIL**

**It was resolved that Councillor C Oliver be elected as Chairman of Council for 2022/23.**

**ACM03/05/22 ELECTION FOR VICE CHAIRMAN OF COUNCIL**

**It was resolved that Councillor P Fleming be elected as Vice Chairman of Council for 2022/23.**

**ACM04/05/22 CHAIRMAN AND VICE CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE**

**It was resolved that this be deferred to Full Council 7 June 2022.**

**ACM05/05/22 APOLOGIES FOR ABSENCE**

**It was resolved that apologies be accepted from Councillors F Doonican and J Horton.**

**ACM06/05/22 DECLARATION OF INTEREST**

Councillors did not take part in any discussions involving their declaration of interests below:

Cllr A Cecil: Member of Hazlemere Community Association.

Cllr P Fleming: Trustee and Governor of Sir William Ramsay School.

Councillor J Horton: Hazlemere Sports Association, Hazlemere Football Club and Hazlemere Memorial Hall Trustee

Cllr C Oliver: Trustee of Hazlemere Sports Association.

Cllr P Ruffles: Family member works for Canny Cafe

Cllr D Thompson: Member of Hazlemere Fete Committee and Wycombe Sound Radio Station.

Cllr J Weaver: Member of Hazlemere Gardening Association, Chiltern Society and Grange Area Trust.

**ACM07/05/22 PUBLIC SESSION**

There were no Members of the Public present.

**ACM08/05/22 APPROVAL ANNUAL COUNCIL MEETING MINUTES 17 MAY 2021**

**It was resolved that the Annual Council Meeting Minutes 17 May 2021 be approved.**

**ACM09/05/22 COMMITTEE MEMBERSHIP 2022/23**

**It was resolved that the following Councillors be elected to the following Committees:**

**FINANCE AND GOVERNANCE**

**J Baker**

**A Cecil**

**C Oliver (Ex Officio)**

**J Weaver**

**PLANNING**

**All Councillors, except F Doonican**

**PLANNING STRATEGY**

**J Baker**

**P Fleming**

**E Gemmell**

**C Oliver (Ex Officio)**

**P Ruffles**

**STAFF**

**J Baker**

**C Oliver (Ex Officio)**

**P Ruffles**

**J Weaver**

**ACM10/05/22 WORKING PARTY MEMBERSHIP 2022/23**

**It was resolved that the following Councillors be elected to the following Working Parties:**

**CAFÉ IN HAZLEMERE RECREATION GROUND**

**A Cecil**

**J Horton**

**P Ruffles**

**D Thompson**

**CLIMATE CHANGE**

**L Casey**

**F Doonican**

**E Gemmell**

**C Oliver**

**D Thompson**

**COMMUNICATIONS**

**J Baker**

**P Fleming**

**Administrative Assistant**

**Clerk**

**FOOTPATH**

**It was resolved to dissolve this Working Party.**

**HAZLEMERE COMMUNITY SUPPORT**

**It was resolved to rename the Working Party to Health and Wellbeing Working Party.**

**J Baker**

**E Gemmell**

**HAZLEMERE MEMORIAL HALL**

**J Baker**

**L Casey**

**C Oliver**

**D Thompson**

**OPEN SPACES**

**J Horton**

**D Thompson**

**ACM11/05/22 VOLUNTARY BODY MEMBERSHIP 2022/23**

**It was resolved that the following Councillors be elected to the following Voluntary Bodies:**

**BUCKINGHAMSHIRE ASSOCIATION LOCAL COUNCILS**

**Councillor Attendance to be rotated.**

**COMMUNITY BOARD:**

**E Gemmell**

**C Oliver**

**COMMUNITY BOARD: ENVIRONMENTAL**

**E Gemmell**

**C Oliver**

**COMMUNITY BOARD: HEALTH AND WELLBEING**

**J Baker**

**COMMUNITY BOARD: HIGHWAYS**

**A Cecil**

**It was resolved that the Clerk be asked to write to Buckinghamshire Councillor R Gaffney and ask him to attend on behalf of Hazlemere Parish Council.**

**NEIGHBOURHOOD ACTION GROUP (NAG)**

**A Cecil**

**P Ruffles**

**ACM12/05/22 DOCUMENT REVIEW**

**It was resolved that the following documents be approved**

* **Standing Orders**
* **Financial Regulations**
* **Asset Register**
* **Risk Register**
* **2022/23 Council Meetings Dates**

**It was resolved that the Planning Committee Meetings would commence at 19.00 if there are no other meetings afterwards.**

**It was resolved that the Committee Terms of Reference will be proposed by the relevant Committees at their first meeting, for Full Council ratification.**

**It was resolved that the Clerk be asked to obtain a quotation for the 2022/23 Parish Council Insurance for 7 June 2022 Full Council Meeting.**

**The meeting finished at 20.45**

**The next Full Council Meeting 7 June 2022 at 19.00 at Cedar Barn**