

MINUTES of the Annual Parish Council meeting of Cranwell Brauncewell and Byard’s Leap Parish Council held at 7 pm on 13<sup>th</sup> May 2024 in the Village Hall, Cranwell Village.

PRESENT:

In the Chair: Cllr David Graves

Councillors: Don Wilson, June Wilson and Jason Bloomfield

1. ELECTION OF CHAIRMAN

Cllr D Wilson proposed and Cllr J Bloomfield seconded that Cllr Graves be Chair for the ensuing year. Cllr Graves accepted and it was agreed unanimously. Cllr Graves then signed his Declaration of Acceptance of Office.

2. ELECTION OF VICE CHAIR

Cllr Graves proposed Cllr D Wilson be Vice Chair for the ensuing year and Cllr J Wilson seconded that proposal – Cllr D Wilson accepted and it was agreed unanimously. Cllr D Wilson then signed his Declaration of Acceptance of Office.

3. SIGNING OF DECLARATIONS OF ACCEPTANCE OF OFFICE

Cllr June Wilson signed her Declaration of Acceptance of Office.

4. APOLOGIES for absence – none.

5. RE-ADOPTION of POLICY DOCUMENTS and THREE NEW DOCUMENTS:

Councillors had been given a list of documents that require re-adoption and had been asked to read through them. It was proposed by Cllr Graves and seconded by Cllr D Wilson that all documents on the list (copied from the website) be re-adopted. Agreed unanimously.

New FINANCIAL REGULATIONS, A LONE WORKER POLICY and A VEXATIOUS POLICY had been circulated prior to this meeting and Cllr Graves proposed and Cllr D Wilson seconded that those three documents be adopted. Agreed unanimously.

6. AREAS OF RESPONSIBILITY – a list of suggested areas had been circulated to each Councillor prior to the meeting. Discussions took place and slight alterations were made. It was then proposed by Cllr D Wilson and seconded by Cllr Bloomfield that the list be accepted as amended. Agreed unanimously.

The meeting closed at 7.20 pm.