

# UNAPPROVED DRAFT1



## Minutes of the High Wych Annual Parish Council Meeting Wednesday 14<sup>th</sup> May 2025 7.30pm in High Wych Memorial Hall

CLlr Tom Payne (TP)\*  
CLlr John Andreotti (JA)\*  
CLlr Carrie Payne (CP)\*

CLlr Jacqueline Jackson (JJ)\*  
CLlr Liz Faulkner (LF)\*

**\* Denotes present**

Present: No members of the public

Clerk: Colin Marks, Clerk to the Parish Council

### ACTION

#### 25.029 Election of a Chairman

**RESOLVED: That Cllr Tom Payne be elected as Chairman for the ensuing year.**

#### 25.030 Acceptance of Office

The Chairman signed his Declaration of Acceptance of Office

TP/Clerk

#### 25.031 Apologies for absence

1. Councillors: None received **(all present)**
2. Others: County Cllr Eric Buckmaster, District Cllr Ian Devonshire, PC Shelly Marshall, Cllr Keith Jordan, who has submitted a letter of resignation,

#### 25.032 Declarations of Interest and requests for dispensations

1. **Interests:** None
2. **Dispensation requests:** None received

#### 25.033 Appointment of Vice-Chairman

**RESOLVED: That Cllr John Andreotti be appointed Vice-Chairman for the ensuing year.**

The Vice-Chairman signed his Declaration of Acceptance of Office

JA/Clerk

#### 25.034 Appointment of portfolio holders for the ensuing year

1. **Allotments:** Cllr Carrie Payne. CP
2. **Playing Fields and Open Spaces:** Cllr John Andreotti and Cllr Tom Payne JA/TP
3. **Footpaths/Public Rights of Way/Accessibility:** Cllr Jacqueline Jackson JJ
4. **Highways:** No portfolio holder – all councillors to be involved. Delete from future agendas
5. **Village Halls:** No portfolio holder – all councillors to be involved. Delete for future
6. **Police Locality liaison:** Cllr Liz Faulkner LF
7. **Others:** Website information: Cllr Tom Payne TP  
HTC liaison: Cllr John Andreotti JA  
Car Park and trees: Cllr John Andreotti JA  
Gilston Garden Town: Cllr Tom Payne TP  
Communication - Magazine deadlines, Festivals etc: Cllr Jacqueline Jackson JJ

#### 25.035 General Power of Competence (GPC)

Noted: that the Parish Council has the GPC

Clerk

#### 25.036 Review of Governance policies and procedures

1. **Code of Conduct**  
**RESOLVED: The adopted 15 Sept 2021 version approved as presented to the meeting**
2. **Internal Financial Controls Policy**  
**RESOLVED: Approved as presented to the meeting.**

Clerk

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3. Financial Risk Assessment

RESOLVED: *Approved as presented to the meeting.* Signed by the Chairman.

Clerk/TP
4. Financial Regulations: Updated NALC Model 2025

RESOLVED: *Adopted as presented to the meeting.*

Clerk
5. Standing Orders Updated NALC Model 2025

RESOLVED: *Adopted as presented to the meeting.*

Clerk
6. Other policies: None submitted to the meeting.

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 8.17pm.

Signed.....

DRAFT