



## **MINUTES of the ANNUAL MEETING to be held on Monday, 14<sup>th</sup> May 2018 at 7.30pm**

**at St. Mary's Church, Woughton on the Green**

**Councillors present: Freeman Gwynn, Hall, Howson, Humphries, Kenyon, and Nash.**

Seven members of the public.

Apologies: Cllrs Brown, Grindley.

1. Resignation – Cllr M Blomley had offered his resignation. A Vote of Thanks for his work and commitment since the founding of OWPC was proposed by the Chair and seconded by Cllr Howson; all in agreement.
2. Election of Chairman for the forthcoming year - Cllr Humphries was duly elected Chairman. Proposer Cllr Nash, Seconder Cllr Kenyon. Unanimous.
3. Election of Vice Chair for the forthcoming year – Cllr Hall was duly elected Vice-Chairman. Proposer Cllr Howson, Seconder Cllr Freeman Gwynn. Unanimous.
4. Any update to Councillors' Register of Interests - None
5. Adoption of Standing Orders – Adopted. Proposer Cllr Hall, Seconder Cllr Kenyon. Unanimous
6. Adoption of Code of Conduct – Adopted. Proposer Cllr Kenyon, Seconder Cllr Freeman Gwynn. Unanimous
7. Adoption of Fixed Assets Schedule – Adopted. Proposer Cllr Freeman Gwynn, Seconder Cllr Hall. Unanimous
8. Acceptance of Risk Assessment Schedule – Adopted subject to the following modifications – The Rialtas accounting system is explicitly referred to; the new Data Protection Regulations (GDPR) are explicitly referred to; the threshold for savings altered to 'more than' £20,000. Proposer Cllr Kenyon, Seconder Cllr Hall. Unanimous.
9. Appointment of external representatives for the forthcoming year –  
WotG Welfare Trust representative Cllr Hall - Proposer Cllr Howson, Seconder Cllr Freeman Gwynn. Unanimous.
10. Appointment of Internal Representatives for the forthcoming year –
  - 10.1. Allotments Cllrs Kenyon, Brown, Nash
  - 10.2. Communications Cllrs Howson, Nash
  - 10.3. Dog bins Cllrs Howson
  - 10.4. Finance & Budget Cllrs Hall, Brown, Humphries, Kenyon, Clerk
  - 10.5. Planning Cllrs Brown, Hall, Grindley, Gwynn
  - 10.6. Village Greens/Right of Way Cllrs Brown, Humphries
  - 10.7. OWIS/IT Cllrs Nash, Clerk
  - 10.8. Environment Clerk
  - 10.9. Projects Cllrs Hall, All
- For all of the above: Approved. Proposer Cllr Freeman Gwynn, Seconder Cllr Kenyon. Unanimous
11. Liaison Roles for the forthcoming year –
  - 11.1. MKC consultations Cllrs Gwynn, Humphries
  - 11.2. Transport Cllrs Grindley, Kenyon
  - 11.3. Canal and River Trust Cllrs Howson
  - 11.4. Parks Trust Cllrs Gwynn, Hall
  - 11.5. Woughton Playing Fields/Pavilion Cllrs Grindley, Humphries

For all of the above: Approved. Proposer Cllr Howson, Seconder Cllr Hall. Unanimous. *The meeting closed at 7.45pm*