

## MINUTES of the ANNUAL GENERAL MEETING

held on Monday 9<sup>th</sup> May 2022 at 7.30pm

St. Mary's, Woughton on the Green

**Councillors present:** R Brown, V Freeman Gwynn, R Grindley, C Hall, R Kenyon, M Major, and P Nash

**Minutes:** Cllr Freeman Gwynn

**Observing:** R. Wickramasinghe

**Members of the public:** 5

Cllr Hall opened the meeting by welcoming and thanking all for their attendance.

### 1. Election of Chair for the year 2022/23

Cllr Freeman Gwynn took the Chair for this item to call for nominations. Cllr Hall was unanimously elected OWPC Chair 2022/23. Proposer Cllr Nash. Seconder Cllr Brown.

### 2. Election of Vice Chair for the year 2022/23 - Cllr Freeman Gwynn was unanimously elected OWPC Vice Chair 2022/23. Proposer Cllr Brown. Seconder Cllr Kenyon.

### 3. Apologies

It was unanimously agreed to accept the apologies received from Cllr Long.

### 4. Standing Orders

Documents reviewed and approved with no changes.

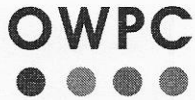
### 5. Financial Regulations

The documents were reviewed and unanimously approved. Proposer Cllr Kenyon. Seconder Cllr Major.

### 6. Review and Acceptance of Annual Policies as listed below:

#### a) Code of Conduct

The code of conduct is adopted from the Milton Keynes Council's Code of Conduct policy and at such time when Milton Keynes Council revises its policy, then we will re-review the version used by OWPC. Proposer Cllr Hall. Seconder Cllr Brown. All in favour.



**b) Fixed Assets Schedule**

The fixed asset schedule was reviewed. There are no changes to the schedule.  
Proposer Cllr Major. Secnder Cllr Brown. All in favour.

**c) Reserves Policy**

The Reserves Policy was reviewed and updated to reflect that no earmarked Reserves remain.  
Proposer Cllr Hall. Secnder Cllr Major. All in favour.

**d) Grants Policy**

The policy remained unamended. It could be reviewed at any point. Proposer Cllr. Hall. Secnder Cllr Grindley. All in favour.

**e) Risk Register**

The Risk Register was reviewed, updated and agreed. Proposer Cllr Hall. Secnder Cllr Brown. All in favour.

**7. Appointment of Representatives/Liaisons for 2022/23:**

	Cllr Hall	Cllr Long	Cllr Major	Cllr Nash	Cllr Brown	Cllr Grindley	Cllr Kenyon	Cllr Freeman Gwynn	Clerk
Chair	Y								
V. Chair								Y	
Responsible Financial Officer									Y
Data Protection Officer									Y
<b>External Representatives</b>									
Welfare Trust	Trustee	Trustee	Trustee			Trustee			
<b>Internal Representatives</b>									
Allotments			Trustee	Y	Y		Y		
Comms.	Y			Y				Y	
Dog & Litter Bins		Y							
Environment	Y	Y	Y	Y	Y	Y	Y	Y	Y
Finance	Y		Y				Y		
IT / Website				Y					
Noticeboards			Y						
Planning	Y				Y	Y			
PROJECTS	Y	Y	Y	Y	Y	Y	Y	Y	
Quality Council							Y		
<b>Green Spaces</b>		Y				Y			
Playing fields									
Rights of Way									
V Greens									
<b>Liaison Roles</b>									
Canal & River Trust		Y							
Milton Keynes Council								Y	
Parishes Forum			Y						
Parks Trust	Y							Y	
Transport						Y	Y		

The above was accepted by all unamended.

Meeting closed at 7.42pm

Signed by C Hall ( Chair): C. Hall Date: 11/7/22

C Hall  
11/7/22