

FELBRIDGE PARISH COUNCIL

Meetings are held on the first Thursday of each month (except January and August)
at 7.30pm in the Village Hall

**Minutes of the Annual Meeting convened on 18th May 2023 at 7.00 pm
and reconvened on 1st June at 7.30pm in Felbridge Village Hall**

Present: Cllr. Jeremy Clarke
Cllr. Bridget Huntington
Cllr. Jo King
Cllr. Ian McBryde

Mrs. Joan Harwood
Mr. Stephen Hall
Mrs. Patricia Slatter (in attendance)

1. **APOLOGIES FOR ABSENCE**

All elected councillors were present

2. **ELECTION OF CHAIRMAN**

It was proposed by Cllr. Jo King and seconded by Cllr. Jeremy Clarke that Cllr. Bridget Huntington be re-elected Chairman for the year 2023-2024.

3. **ELECTION OF VICE-CHAIRMAN**

It was proposed by Cllr. Bridget Huntington and seconded by Cllr. Jeremy Clarke that Cllr. Ian McBryde be re-elected as Vice-Chairman for 2023-2024.

4. **ELECTION OF PLANNING COMMITTEE CHAIRMAN**

It was proposed by Cllr. Ian McBryde and seconded by Cllr. Jo King that Cllr. Jeremy Clarke be elected Chairman of Planning for the year 2023-2024

5. **CO-OPTIONS**

It was proposed by Cllr. Bridget Huntington and seconded by Cllr. Jo King and agreed by all councillors that Joan Harwood be co-opted as a member of Felbridge Parish Council

It was proposed by Cllr. Jeremy Clarke and seconded by Cllr. Bridget Huntington and agreed by all councillors that Stephen Hall be co-opted as a member of Felbridge Parish Council

It was proposed by Cllr. Bridget Huntington and seconded by Cllr. Ian McBryde and agreed by all councillors that Alex Horwood be co-opted as a member of Felbridge Parish Council.

6. **DECLARATIONS OF ACCEPTANCE OF OFFICE**

Resolved: It was agreed that Alex Horwood could sign his Declaration of Acceptance of Office at or before the next meeting on 6th July in the presence of the Clerk. All other councillors signed their Declaration of Acceptance of Office which were witnessed and countersigned by the Clerk.

7. **DISCLOSURE OF PECUNIARY AND OTHER INTERESTS**
Action: The Clerk will provide all councillors with new DPI forms to be completed and returned to Democratic Services at Tandridge District Council
8. **MINUTES OF ANNUAL MEETING HELD ON 5th May 2022**
The Minutes of the Meeting held on 5th May 2022 were approved and signed.
9. **APPOINTMENT OF REPRESENTATIVES**

Planning Applications	All Councillors
Footpath Sub-Committee	All Councillors
Tree Officer and Tree Warden	Cllr. Jeremy Clarke
Transport Officer	Cllr. Ian McBryde
Waste Disposal Forum	Cllr. Jeremy Clarke
Beef & Faggot Trust	Cllr. Bridget Huntington
Felbridge Sports & Recreation Association	Cllr. Bridget Huntington
9. **REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS**
Reviewed and approved.
10. **REVIEW OF COMPLAINTS PROCEDURE**
Reviewed and approved.
11. **REVIEW OF PROCEDURES UNDER FREEDOM OF INFORMATION ACT**
Reviewed and approved.
12. **REVIEW OF POLICY FOR DEALING WITH THE PRESS/MEDIA**
Reviewed and approved.
13. **PRIVACY/DATA PROTECTION POLICY**
Reviewed and approved.
14. **ICT POLICY**
Reviewed and approved.
15. **CODE OF CONDUCT**
Reviewed and approved
16. **BUSINESS FOR NEXT MEETING** None

The meeting closed at 7.40pm

Patricia Slatter