

**MINUTES OF THE ANNUAL MEETING OF HAMBRIDGE AND WESTPORT PARISH  
COUNCIL HELD ON WEDNESDAY 10<sup>th</sup> MAY 2023 AT 7.15 P.M.  
IN THE COMMITTEE ROOM WITHIN THE VILLAGE HALL**

**AM/023/580 PRESENT:**

Cllr. S. Denley (Chairman), Cllr. P. Masters (Vice Chair), Cllr.. R Maidment, Cllr. R Meecham, Cllr G Hill, J Roundell Green (Unitary Councillor), & Mrs L. Brooks (Clerk). There was 1 member of the public present. A Quorum was present at the meeting.

**AM/023/581 APOLOGIES:**

Mr. A Dance (Unitary Councillor)

**AM/023/582 ELECTION OF CHAIRMAN:**

Cllr Simon Denley was elected Chairman. He signed his Acceptance of Office.

Proposed: Cllr. R Maidment                      Seconded: Cllr. R Meecham                      Agreed unanimously

**AM/023/583 ELECTION OF VICE CHAIRMAN:**

Cllr Paul Masters was elected Vice Chairman. He signed his Acceptance of Office.

Proposed: Cllr. S Denley                      Seconded: Cllr. R Maidment                      Agreed unanimously

**AM/023/584 DECLARATION OF ACCEPTANCE OF OFFICE FOR ALL MEMBERS**

All members present signed their Declaration of Acceptance of Office.

Proposed: Cllr. S Denley                      Seconded: Cllr. P Masters                      Agreed unanimously

All Register of Interest Forms are still current until the Clerk receives new forms from Somerset Council for everyone to fill in.

**AM/023/585 ELECTION OF OFFICERS & REPRESENTATIVES:**

Representatives for 2023-24	2023-24
Hambridge and Westport Rec Trust	Cllr. G Hill
Environment Champion	Cllr Meecham
Footpaths Liaison Officers	Cllr. Maidment
Proposed: Cllr. S Denley	Seconded: Cllr. Masters                      Agreed unanimously.

**AM/023/586 SIGNING OF THE ADOPTION OF ANNUAL GOVERNANCE STATEMENT**

The Annual Governance Statement was approved and adopted.

Proposed: Cllr. S Denley                      Seconded: Cllr. P Masters                      Agreed unanimously

**AM/023/587 CHAIRMAN'S REPORT:**

The Chairman, Cllr. Denley read out his Chairman's report. Copy attached to Minutes.  
A report from HWRT was emailed to all Parish Councillors before the meeting and thanks were given for the Parish Council's ongoing support.

**AM/023/588 MINUTES OF 2022 MEETING:**

The Minutes from the Annual meeting 2022 had been circulated. They were agreed and signed.

Proposed: Cllr. R Meecham                      Seconded: Cllr. R Maidment                      Agreed unanimously.

**AM/023/589 FINANCIAL REPORT:**

Chairman gave explanations of budget

Year end balances as of 31<sup>st</sup> March 2023:

UNITY TRUST Current Account	£ 25,845.58
Outstanding Cheques (not banked) at 31.03.23	£      00.00
<b>Balance Carried Forward</b>	<b>£ 25,845.58</b>
- Min amount to be held in bank Account	<u>£ 3,000.00</u>
<b>Total uncommitted funds</b>	<b>£ 22,845.58</b>

**ACCOUNTING STATEMENTS 2022-23 - Financial Report was approved and adopted.**

Proposed: Cllr. P Masters                      Seconded: Cllr. R Meecham                      Agreed unanimously

**AM/023/590 MATTERS ARISING FROM MINUTES:**

Nothing to record.

There being no further business the Meeting was closed at 7.35pm.