MINUTES OF THE ANNUAL MEETING OF HAMBRIDGE AND WESTPORT PARISH COUNCIL HELD ON WEDNESDAY 7th MAY 2025 AT 7.15 P.M. IN THE COMMITTEE ROOM WITHIN THE VILLAGE HALL

AM/025/602 **PRESENT:**

Cllr. S. Denley (Chairman), Cllr. P. Masters (Vice Chair), Cllr. R Maidment, Cllr. R Meecham, Cllr G Hill (Via Zoom), J Roundell Green (Unitary Councillor), & Mrs L. Brooks (Clerk). There were no members of the public present.

A Quorum was present at the meeting.

AM/025/603 **APOLOGIES:**

No apologies were received

Proposed: Cllr. P Masters

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AM/025/604 **ELECTION OF CHAIRMAN:**

Cllr Richard Meecham was elected Chairman. He signed his Acceptance of Office.

Seconded: Cllr. R Maidment Agreed unanimously

ELECTION OF VICE CHAIRMAN. AM/025/605

Cllr Richard Maidment was elected Vice Chairman. He signed his Acceptance of Office.

Proposed: Cllr. P Masters Seconded: Cllr. G Hall

AM/025/606 DECLARATION OF ACCEPTANCE OF OFFICE FOR ALL MEMBERS

All members present signed their Declaration of Acceptance of Office. (Cllr Hill was present via zoom – a copy has been emailed to him to sign and return) Proposed: Cllr. S Denley Seconded: Cllr. P Masters

Agreed unanimously

Agreed unanimously

AM/025/607 ELECTION OF OFFICE RS & REP RESE NTATIVES:			
Representatives for 2024-25		2025-26	
Hambridge and Westport Rec Trust		Cllr. G Hill	
Environment Champion		Cllr Meecham	
Footpaths Liaison Officers	Cllr. Maidment		
Operations Maintenance Officer	Cllr. Masters		
Proposed: Cllr. S Denley	Seconded: Cllr. Meecham	Agreed unanimously.	
AM/025/608 SIGNING OF THE ADOPTION OF ANNUAL GOVERNANCE STATEMENT			
The Annual Governance Statement was ap	proved and adopted.		
Proposed: Cllr. R Meecham	Seconded: Cllr. P Masters	Agreed unanimously	
AM/025/609 CHAIRMAN'S REPORT	<u>:</u>		
The Chairman, Cllr. Denley read out his chairman's report. Copy attached to Minutes.			
AM/025/610 MINUTES OF 2024 MEETING:			
The Minutes from the Annual meeting 2024 had been circulated. They were agreed and signed.			
Proposed: Cllr. R Meecham	Seconded: Cllr. P Masters	Agreed unanimously.	
AM/025/611 FINANCIAL REP	<u>ORT:</u>		
Chairman gave explanations of budget			
Year end balances as of 31 ^s	^t March 2025:		
UNITY TRUST Current Ac	ccount	£ 30,409.65	
Outstanding Cheques (not b	banked) at 31.03.25	£ 00.00	
Balance Carried Forward		£ 30 409 65	

Outstanding Cheques (not balked) at 51.05.25	$\frac{1}{2}$ 00.00
Balance Carried Forward	£ 30,409.65
- Min amount to be held in bank Account	£ 3,000.00
- Money ringfenced (unspent from Services 24-25)	£ 5,000.00

Money ringlenced (unspent from Services 24-25) £ 22.409.65

Total uncommitted funds

ACCOUNTING STATEMENTS 2024-25 - Financial Report was approved and adopted. Proposed:

Seconded: Cllr. R Meecham Cllr. P Masters **MATTERS ARISING FROM MINUTES:**

Agreed unanimously

Nothing to record.

AM/025/612

There being no further business the Meeting was closed at 7.32pm.