**Minutes for the Annual Meeting of Birdingbury Parish Council**

**Tuesday 15th May 2017 in The Birbury, Birdingbury**

**Present:**

Councillor Mrs Turner, Councillor Mrs Davy, Councillor Mrs Morton and Councillors Tipton and Preston.

**In Attendance**

Jackie Chapman (Clerk)

Meeting commenced 19:30 hrs

1. **Welcome and election of Chair and Vice Chair.**

As outgoing Chair Councillor Mrs Turner opened the meeting and welcomed those present. Cllr Preston nominated Councillor Turner as Chair, Councillor Preston seconded and the proposal was carried. Councillor Mrs Turner nominated Councillor Tipton as Vice Chair, Councillor Mrs Davy seconded and the proposal was carried.

1. **Apologies for absence**

None

1. **Declaration of Interest of Agenda Items**

There were no declarations of interest.

1. **Chairman’s and Vice-Chairman’s Acceptance of Office.**

Councillor Mrs Turner signed the Acceptance of Office as Chairman of Birdingbury Parish Council.

Councillor Tipton signed the Acceptance of Office as Vice Chairman of Birdingbury Parish Council.

1. **To approve the minutes of the meeting held on Tuesday 17th May 2016**

Councillor Mrs Turner reminded the meeting the minutes had been approved at the meeting held on 21st June 2016.

1. **Financial Arrangements**
* The Asset List was circulated to all Councillors and noted
* All Councillors are signatories to the Bank Account, no change is necessary.
* The Parish Council has the following leases – The Hovel, The Recreation Ground, The Birbury and The Allotments. There have not been any changes and no changes are required.

It was agreed all Councillors will complete this form by the next meeting due to be held on 21st June 2016.

1. **Dates of Meetings**

It was agreed the meetings will continue to be held on the third Tuesday of the month throughout the year except for August and December, when there is no meeting. In February if the third Tuesday falls in half term week the meeting will be held on the fourth Tuesday.

 The dates will be: 20st June 2017, 18th July 2017, August – no meeting, 19th

September 2017, 17th October 2017, 21st November 2017, December - no meeting,

16th January 2018, 27th February 2018, 20st March 2018, 17th April 2018, 24th April 2018 – Annual Village Meeting, 16h May 2018 – Annual Council Meeting followed by Parish Council Meeting.

The Annual Village Meeting will be held on 24th April 2018.

1. **Representatives of other bodies**
* Birbury Management Committee – Councillor Mrs Davy
* Firework Committee – Councillor Preston
* Neighbourhood Development Plan Investigation Group – Cllr Tipton

 The Meeting closed at 8.00pm

Signed………………………………..

Date ………………………………….