

Stoke Fleming Parish Council
Annual Meeting of the Parish Council
Minutes

**The Annual Meeting of the Parish Council was held on
Wednesday 15th May at 6.00pm in the Village Hall**

Present: Councillors - (Chairman) Struan Coupar (Vice Chair) Hazel Smith
David Harris Marion Holmes
Caroline Martin Jay Gascoigne
Michael Barlow Ruth Adams

Judy Talbot - Clerk

1. Apologies

Cllr Wood.

2. Minutes

The minutes of the Annual Meeting of the Parish Council held on Wednesday 2nd May 2018 had been circulated and read. Cllr Smith proposed and Cllr Barlow seconded, with all in agreement, that the minutes be accepted. They were signed as a true record of the meeting.

3. Election of officers

(a) Chairman

Cllr Gascoigne proceeded to propose Cllr Coupar, seconded by Cllr Holmes, for continuing the role of Chairman. All were in agreement that Cllr Coupar should continue with the position which he accepted.

(b) Vice-Chairman

Cllr Smith passed on to Cllr Coupar her wish to stand down as Vice-Chair. Cllr Coupar thanked her for all her hard work and commitment over the last year. Cllr Harris proposed Cllr Barlow and Cllr Adams seconded with all in agreement that Cllr Barlow would be Vice-Chair from today's date forward.

(c) Responsible Financial Officer

Cllr Smith proposed, seconded by Cllr Martin, with all in favour, that the Clerk be re-appointed Responsible Financial Officer.

4. Review of Stoke Fleming Parish Council Standing Orders

Councillors had recently reviewed the Standing Orders with some amendments. These had been further circulated and agreed by all. These were then signed as the updated version with Cllr Harris proposing and Cllr Adams seconding.

5. Areas of Responsibility

Councillors discussed the various areas of responsibility and decisions were made with the following conclusions:

Planning: Cllrs Smith and Adams
Community: Cllrs Gascoigne and Holmes
Maintenance: Cllrs Harris, Barlow and Martin
Roads & Transport: Cllr Wood
Finance: Cllr Coupar and The Clerk

It was agreed that the Neighbourhood Plan would sit outside these portfolios with a sub-committee to be formed for the implementation of actions.

6. Representatives

- (a) Loam Rangers – Cllr Barlow agreed to continue as the representative for the Loam Rangers.
- (b) Village Hall – Cllr Wood has agreed to continue as the representative of the Village Hall.

The Chairman thanked all Councillors for attending the meeting.

Meeting closed at 6.30 pm.