**CLAYDON & WHITTON PARISH COUNCIL**   
 Clerk: Bethany Cutler

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MINUTES

CLAYDON AND WHITTON PARISH COUNCIL AGM MEETING

Monday 15th May 2023, 7.30pm held at Claydon and Barham Village Hall, Norwich Road, Claydon, IP6 0DF

**PRESENT**: Cllrs: C Cutler, P Avis, S Price, M Reach, S Wells

**CHAIRPERSON**: Cllr C Studd

**Opening**

**01 - Election of Chairman**

Cllr Studd stands down as Chairman.

Cllr Studd stands as Chair, seconded by Cllrs Cutler, Wells and Avis.

**02 - Apologies for absence**

No absences.

**03 - Appointment of Vice-chairman**

Cllr Cutler stands down as Vice-chairman.

Cllr Cutler nominated as Vice-chairman by Cllr Wells and seconded by Cllr Avis.

Cllr Cutler accepts Vice-chairman position.

**04 - DECLARATION OF INTEREST AND LOCAL NON-PECUNIARY INTERESTS**

No declaration of interests

**05 - Minutes**

Accepted. Minutes to be amended to say about position of RFO form from employed to identified.

**06 - Public Forum**

Cllr Penny introduced himself as local district Councillor, talks about creating more eco areas, better infrastructure, better roads, better cycle lanes, and his concerns about the bus gate. Talks about the development of land around Claydon and Whitton rural.

Cllr Chambers has shared his report.

Cllr Whitehead has shared his report.

**07 - Appointment of Committees**

• Finance Committee - All members of the Parish Council will be a part of the Finance committee.

* Cheque Signatories – Cllr Avis, Price and Cutler to be signatories.

• Planning Committee

* All members of the Parish Council will be part of it. Cllr Avis will be chairman. Planning and finance meetings will be held together.

• Employment Committee

* Cllrs Studd, Cutler, Wells to be the employment committee.

**08 - Appointment of representatives to outside bodies**

* Village Hall Management Committee - Cllr Price
* Recreation Ground - Cllrs Avis, Price and Reach
* Community Centre Management Committee - Cllr Cutler with Cllr Reach as reserve
* Village hall clock – Cllr Avis
* Valley ridge – Cllr Wells
* Henley gate – Cllr Wells
* Incinerator – Cllr Wells
* Police liaison – Cllr Wells
* Port-one – Cllr Avis
* Copdock liaison with other councils – Cllr Avis
* Allotments – Cllr Studd
* SALC – Cllr Cutler

**09 - Co-option of new parish councillors**

Clerk will place an article in the Intouch magazine asking for new parish councillors.

**10 - RFO position**

Cllr Whitehead will hand over his position to the new RFO whose position will be discussed in the employment committee.

**11 - Finance report**

Report has been handed over to the Council and approved. Clerk will have a look through previous minutes to find out if the council pledged to donate money to the Church.

**12 - ITEMS FOR THE NEXT MEETING**

30mph sign

Update on pre-school lease

**13 - Next meeting date**

Monday 22nd of May (Parish Council)

Meeting ended at 9.05pm