

Minutes of the Annual Council Meeting of Weeley Parish Council held on 18th May 2026

Present: Cllrs C. Hamilton (Chair), P. Gould, L. Fitzpatrick, D. Botterell (Vice Chair), J. Beady, K. Millar, T. Spong and V. Cauvain. Also, in attendance Mr S Gunter (Parish Clerk) and eleven members of public.

1. **Apologies for Absence;** were received from Cllr C. Green. Cllr Hamilton proposed to accept the apologies and Cllr Botterell seconded and it was **RESOLVED** to accept apologies.
2. **Election of Chair;** The Clerk asked for nominations for the Chair for municipal year 2026/27. Cllr Botterell proposed Cllr Hamilton, the proposal was seconded by Cllr Cauvain and unanimously approved. With no other nominations, Cllr Hamilton was elected unopposed.
3. **Declaration of Office,** Cllr Hamilton signed the declaration in front of the Clerk. All other Cllrs have previously signed their Declarations in 2023 or 2026.
4. **Appointment of Vice Chair;** The clerk invited nominations. Cllr Hamilton proposed Cllr Botterell, Cllr Cauvain seconded the proposal. With no other nominations, Cllr Botterell was re-elected unanimously.

The Chair thanked Cllr. Cauvain for her service over the last 4 years and wished her every success in the future as she is stepping down in June..

5. **Declarations of interest;** None were offered.
6. **Policy Review:** The following policies were proposed by Cllr Hamilton and seconded by Cllr Cauvain and unanimously agreed by all councillors. It was **RESOLVED** to adopt the policies below:
 - Councillor Code of Conduct
 - Standing Orders
 - Financial Regulations.
7. **Appointment of members to outside organisations/special duties:** Members were appointed to take on special duties or represent the Parish Council on outside organisations, in accordance with the list below.
 - Highways, Footways and Road Safety:- Cllr Beady.
 - Footpaths:- Cllr Fitzpatrick.
 - Planning Liaison:- Cllrs Spong and Clerk.
 - Street Lighting:- Cllr Green
 - Recreation Ground and Playground:- Cllrs Green and Millar
 - Village Hall:- Cllr Hamilton.
 - TDALC:- Cllr Botterell.
 - Transport:- Cllr Millar.
 - Play Area:- Cllrs Green and Botterell.
 - Tree Warden:- Cllr Green.
 - Emergency Planning:- Cllr Botterell.
 - Publicity/social media/Website:- Cllr Gould
8. **Schedule of Parish Council meetings in 2026/27:** It was agreed to continue to meet on the third Monday of each month only meeting in August if there is need to do so. Where the meeting date falls on a bank holiday then it will be scheduled to the following day. The Annual Council Meeting will be held on 17 May 2027, the same day as the monthly meeting. The December meeting has moved to Tuesday 15th December. List of meetings will be published on the noticeboards and the Council's website.

9. Public Participation: No questions raised.

Close of Meeting: 7.44pm.