

**MINUTES OF THE
ANNUAL MEETING OF HORSMONDEN PARISH COUNCIL
HELD IN HORSMONDEN VILLAGE HALL at 7.30 P.M. ON MONDAY 9th MAY 2016**

Present: Cllr March (Chair)
Councillors, Stevens, Davis, Stanton, Russell, Jenkinson, Richards and Holloway and Isaacs

In attendance: Lucy Noakes (Clerk)
No members of the public present.

Declarations of Interest: Declarations of pecuniary and non-pecuniary interests in accordance with the Code of Conduct were invited. None were recorded.

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATION OF ACCEPTANCE OF OFFICE

The Council members welcomed Matthew Richards as a new member and introduced themselves. All Councillors present agreed to and signed the Acceptance of Office including the Written Declaration to Observe the Code of Conduct for a further year. The signatures were witnessed and countersigned by the Clerk.

3. ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Cllr Stevens proposed that Cllr March remain Chair of the Council. Cllr March accepted the nomination and the proposal was seconded by Cllr Davis. Carried.

Cllr Russell proposed that Cllr Davis remain as vice chair. Cllr Davis accepted the nomination and the proposal was seconded by Cllr Jenkinson. Carried.

4. ELECTION OF OFFICERS & COMMITTEES

There was a discussion about which liaison and committee group the Council would need for the forthcoming year and Councillors decided which of this group they wished to serve on.

Cllr Davis proposed that the following committee structure be adopted and staffed as set out below. This was seconded by Cllr Stevens, unanimous.

Committee/Liaison group	Officer Membership
Business/Retail Liaison Member	Cllr Richards
Finance/Personnel /Risk Assessment Committee*	Cllrs Davis, March, Richards, Stanton and Russell. Chair – to be elected next committee meeting
Footpaths Liaison Member	Cllrs Stanton
Horsefair & Police Liaison Group	Cllrs March and Stevens
KALC Representatives/Liaison Group	Cllr Jenkinson and Cllr March (reserve)
Planning*	All Cllrs. Chair – to be elected next committee meeting.
Horsmonden Village Events committee (HoVEC)	Cllrs Jenkinson and Holloway. Cllr Stevens (reserve)
School Liaison	Cllr Isaacs
Highways & Lighting Group	Cllrs Davis, Holloway and Stevens,
Village Green Custodians/Liaison Group	Cllrs March, Jenkinson and Stevens.
Village Hall Trustees	Cllrs Russell, Holloway and Stevens.
Sports Ground Liaison Group	Cllrs Davis and Richards.
Institute Building Liaison Group	Cllrs Davis, March, Richards, and Russell
Emergency Planning Group	Cllrs Davis, Russell, Stevens and Stanton.
HWCAAG	Cllrs March and Russell

* Chair to be nominated at next meeting

Clerk to arrange for John Sheppard to come and photograph Cllr Richards and anyone else who needed another photograph taken for the website and parish news.

Meeting closed at 8.30pm