

Otterton Parish Council

AGM 2023

Minutes							
Date & Time	15 th May 2023		Location	Otterton Village Hall			
Councillors Present	Initials			Councillors Present	Initials		
Mr T Wright	TW	Parish Councillor		Clr Alan Dent	AD		
Ms Melanie Martin	MM	Parish Councillor		Mr Henry		District Councillor	
Ms Charlotte Fitzgerald	CF	Parish Councillor		Also Present			
Mr Jerry Fry	JF	Parish Councillor		9 residents			
Mr R Witherby	RW	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Clr J Bailey	JB	District Councillor conflicting commitments			

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In Attendance	Initials	Capacity		Minutes to
F Mills	FM	Clerk		Councillors, website, notice board

Ref	Main meeting agenda item, comment & decision	Action Owner & deadline
1	Welcome & Apologies. The clerk confirmed that there were no apologies but reported that Clrs Hiles & Cameron had resigned from the Parish Council.	
2	Declarations of Interests: There were no declarations of interest in items on the agenda	
3	The minutes of the meeting held on 4 th April 2022 were signed as a true record.	
4	Appoint chair. Cllr Melanie Martin was appointed as Chair of the Parish Council. Proposed by JF & seconded by CF the vote was carried unanimously.	
5	Appoint vice chair. Cllr Jerry Fry was appointed as Vice Chair of the Parish Council. Proposed by MM & seconded by RW the vote was carried unanimously.	
6	<p>Appoint reps to external bodies: The following appointments were carried unanimously and a monthly reported will be provided for each.</p> <p>The village green - Cllr Melanie Martin The War memorial – Cllr Melanie Martin Community Shop – Cllr Richard Witherby The Raleigh federation – Cllr Richard Witherby Stantyway Recreation Ground & Football Club – Cllr Jerry Fry Jubilee Playground – TBC The Otterton Cemetery – Cllr Jerry Fry The Village Hall – Cllr Melanie Martin Trees/PROW – Mr Iain Ure Contracts & Finance – Cllr Richard Witherby DAA Defibrillator – Clerk</p>	
7	Outgoing Chair's Report:	
8		
9	<p>Receive draft accounts. The 2023 draft accounts were unanimously agreed and will be sent to the internal auditor.</p> <p>Note. At the OPC meeting of 3.4.23 it was also agreed that in line with the Annual Governance Accountability Return stipulations an external audit of the Otterton Parish Council finances will not be required.</p> <p>The audited accounts will be published on the website and Parish notice board with supporting documents.</p>	
10	AOB – None.	

The meeting closed at 7.49

Meeting of the Otterton Parish Council minutes

Signed