



Heveningham Parish Council

The **Annual General Meeting** was held on

Wednesday 25th May 2022
Following the Annual Parish Meeting
Held in the Hub in Huntingfield

Councillors attending: Cllr Sam Fairs (Chair), Cllr Clare Fairs, Cllr Mercedes Gladwell, Cllr Deborah Lankester, Cllr Georgina Lee, Cllr Ian MacFarlane, Cllr Sophie Morphey.

Also attending: 2 members of the public and clerk Julie Collett

39.22 Election of the Chairman: Invite nominations and elect a chairman for the ensuing municipal year (2022/2023) and to receive the Declaration of Acceptance of Office by the Chairman. Cllr Sam Fairs was nominated and agreed to stand. All in favour. Cllr Fairs signed the declaration of office.

40.22 Appointment of the Clerk/RFO. Julie Collett was re-appointed as clerk & RFO.

41.22 Apologies for Absence: No Apologies, all councillors present.

42.22 Election of the Vice-Chairman: Invite nominations and elect a vice-chairman for the ensuing municipal Year. Cllr Sophie Morphey Was nominated and agreed to stand. All in favour.

43.22 Structure and frequency of meetings:

To accept the proposal for the meeting schedule to be:

27th July 2022, 28th September 2022, 30th November 2022, 25th January 2023, 29th March 2023

Dates accepted.

44.22 Adequacy & Review of the Insurance. Councillors agreed insurance was adequate, however premium has doubled this year. Clerk will check and report back. However, the renewal is late out this year, so no time to look elsewhere.

45.22 To agree to adopt the new Code of Conduct. Council agreed to adopt the new Code of Conduct.

Meeting closed 7.30pm.

Minutes agreed as correct.

Chairman _____ **Date** _____

Julie Collett
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