



HEVENINGHAM PARISH COUNCIL

Minutes of the **Annual General Meeting** held on **Wednesday 24th May 2017** at following on from the Annual Parish Meeting at 19:43 at St. Margaret Church, Heveningham

Members: Cllr. S. Newby Cllr. S. Fairs Cllr. D. Lankester
Cllr. S. Morphey Cllr. C. Fairs Cllr. G. Lee
Cllr. S. Sillis
Also present: K. Forster - Clerk to the Council and 3 member of the public.

1/17 Election of a Chairman

Cllr. S Fairs was proposed as Chairman. Proposed by Cllr. Lee & seconded by Cllr. Sillis. **It was unanimously RESOLVED that Cllr. S Fairs be elected as Chairman.**

Declaration of Acceptance of Office

Cllr. S. Fairs read and signed the Declaration Acceptance of the Office of Chairman which was witnessed by the Clerk to the Council.

2/17 Apologies for Absence: There were apologies of absence from Cllrs. Lankester and Morphey. Cllr. Newby was absent.

3/17 Election of a Vice-Chairman: Cllr. Lee was proposed as Vice-Chairman. Proposed by Cllr. Fairs, seconded Cllr. Sillis. **It was unanimously RESOLVED that Cllr. G Lee be elected as Vice-Chairman.**

4/17 Structure and Frequency of Meetings:

It was unanimously RESOLVED that the meetings remain two monthly and that the structure of the council remains the same.

The following representatives were appointed:

SALC – Cllr. S Fairs
Emergency Plan – Cllr. Lee and Cllr. Lankester
Allotments - Cllr. Sillis
Charity Trustees – Cllr. C Fairs & Cllr. S Morphey

5/17 Minutes of the previous meeting:

The minutes of the AGM on 11th April 2016 were presented. **It was unanimously RESOLVED that the minutes be accepted as an accurate record and were duly signed by the Chairman**

Meeting closed at 19:52

Karen Forster
Clerk to Heveningham Parish Council,
Orchard House, Chediston Road, Wissett, IP19 0NF