

High Wych Parish Council



**Minutes of the High Wych Annual Parish Council Meeting**  
**Wednesday 15<sup>th</sup> May 2024**  
**7.30pm in High Wych Memorial Hall**

Cllr Tom Payne (TP)\*  
Cllr John Andreotti (JA)\*  
Cllr Keith Jordan (KJ)\*  
\* Denotes present

Cllr Carrie Payne (KJ)\*  
Cllr David Smith (DS)\*  
Cllr Jacqueline Jackson\*

Present: Three members of the public

Clerk: Colin Marks, Clerk to the Parish Council

**ACTION**

**24.029 Election of a Chairman**

**RESOLVED: That Cllr Tom Payne be elected as Chairman for the ensuing year.**

**24.030 Acceptance of Office**

The Chairman signed his Declaration of Acceptance of Office

TP/Clerk

**24.031 Apologies for absence**

1. Councillors: None received (**all present**)
2. Others: County Cllr Eric Buckmaster, District Cllr Ian Devonshire, Police

**24.032 Declarations of Interest and requests for dispensations**

1. **Interests:** None
2. **Dispensation requests:** None received

**24.033 Appointment of Vice-Chairman**

**RESOLVED: That Cllr John Andreotti be appointed Vice-Chairman for the ensuing year.**

The Vice-Chairman signed his Declaration of Acceptance of Office

JA/Clerk

**24.034 Appointment of portfolio holders for the ensuing year**

1. **Allotments:** Cllr Carrie Payne. CP
2. **Playing Fields and Open Spaces:** Cllr Keith Jordan KJ
3. **Footpaths/Public Rights of Way/Accessibility:** Cllr Jacqueline Jackson JJ
4. **Highways:** Cllr Tom Payne TP
5. **Village Halls:** Cllr Dave Smith DS
6. **Police Locality:** Cllr Tom Payne TP
7. **Others:** Website information: Cllr Tom Payne TP  
HTC liaison: Cllr John Andreotti JA  
Car Park and trees: Cllr John Andreotti JA  
Gilston Garden Town: Cllr Tom Payne TP

**24.035 General Power of Competence (GPC)**

Noted: that the Parish Council has the GPC

Clerk

**24.036 Review of Governance policies and procedures**

1. **Code of Conduct**  
**RESOLVED: The adopted 15 Sept 2021 version approved as presented to the meeting**
2. **Internal Financial Controls Policy**  
**RESOLVED: Approved as presented to the meeting.**

Clerk

3. **Financial Risk Assessment**

**RESOLVED: Approved as presented to the meeting.** Signed by the Chairman.

Clerk/TP

**4. Financial Regulations**

**RESOLVED: Approved as presented to the meeting.**

**Clerk**

The Clerk advised that new updated Financial Regulations have just been published by NALC; these will be submitted to the Council for adoption in due course.

**5. Standing Orders**

**RESOLVED: The adopted 10 July 2019 version approved as presented to the meeting.**

**Clerk**

**6. Other policies:** None submitted to the meeting.

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 8pm.

**Signed.....**