



**Minutes of the High Wych Annual Parish Council Meeting**  
**Wednesday 14<sup>th</sup> May 2025**  
**7.30pm in High Wych Memorial Hall**

Cllr Tom Payne (TP)\*  
Cllr John Andreotti (JA)\*  
Cllr Carrie Payne (CP)\*  
*\* Denotes present*

Cllr Jacqueline Jackson (JJ)\*  
Cllr Liz Faulkner (LF)\*

Present: No members of the public

Clerk: Colin Marks, Clerk to the Parish Council

**ACTION**

**25.029 Election of a Chairman**

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

**25.030 Acceptance of Office**

The Chairman signed his Declaration of Acceptance of Office

TP/Clerk

**25.031 Apologies for absence**

1. Councillors: None received (*all present*)
2. Others: County Cllr Eric Buckmaster, District Cllr Ian Devonshire, PC Shelly Marshall, Cllr Keith Jordan, who has submitted a letter of resignation,

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

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

**25.033 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

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

1. **Allotments:** Cllr Carrie Payne. CP
2. **Playing Fields and Open Spaces:** Cllr John Andreotti and Cllr Tom Payne JA/TP
3. **Footpaths/Public Rights of Way/Accessibility:** Cllr Jacqueline Jackson JJ
4. **Highways:** No portfolio holder – all councillors to be involved. Delete from future agendas
5. **Village Halls:** No portfolio holder – all councillors to be involved. Delete for future
6. **Police Locality liaison:** Cllr Liz Faulkner LF
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  
Communication - Magazine deadlines, Festivals etc: Cllr Jacqueline Jackson JJ

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

Noted: that the Parish Council has the GPC

Clerk

**25.036 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:** Updated NALC Model 2025  
**RESOLVED:** *Adopted as presented to the meeting.* Clerk
- 5. **Standing Orders** Updated NALC Model 2025  
**RESOLVED:** *Adopted 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 8.17pm.

**Signed**.....