



Latimer & Ley Hill Annual Parish Council Meeting | MINUTES

22 May 2023 | 6.45pm | St Mary Magdalene Church, Latimer

ATTENDEES

Cllr Anne Birkett (AB), Cllr Steve Thorp (ST), Cllr Chris Gregory, Cllr Rae Bramwell, Emily King and Claire Leek (Parish Clerk)

AGENDA TOPICS

| Agenda topic 1 | Election of Chairman

Cllr Chris Gregory proposed re-election of Cllr Anne Birkett as Chairman for the coming year. This was seconded by Cllr Rae Bramwell and supported by all councillors. Cllr Anne Birkett is happy to accept the position of chairman.

| Agenda topic 2 | Apologies for Absence

Cllr Chris Harris, Cllr John Drewery

| Agenda topic 3 | Election of Vice Chairman

Cllr Chris Gregory proposed re-election of Cllr John Drewery as Vice-Chairman for the coming year. This was seconded by Cllr Steve Thorp and supported by all councillors.

| Agenda topic 4 | Review Members Interests

None of the Councillors had any additional interests to declare, no changes needed. Clerk to confirm interests with Monitoring Officer at Buckinghamshire Council.

| Agenda topic 5 | Agree Sub-Committee Groups

- a. **Burial Ground Sub-Committee** – for the next this year this will be Cllr Rae Bramwell, Cllr Anne Birkett, Claire Leek (Clerk) and Cllr Chris Harris.
- b. **Finance Sub-Committee** – for the next year this will be Cllr John Drewery, Cllr Chris Harris, Emily King (to be co-opted) and Claire Leek (RFO)
- c. **Speeding (working group)** – for the next year the speeding working group will be led by Jerry Harbourne and Cllr Steve Thorp will represent the parish council and feedback.

No other groups needed as this time but if the need arises over the year, this will be addressed at a parish council meeting.

| Agenda topic 6 | Banking Signatories

CLLr Anne Birkett, CLLr Steve Thorp and Claire Leek (RFO) will remain as signatories. CLLr Rae Bramwell will be added as an additional signatory on the account. An others already named will be removed.

Approved by AB. Seconded by ST.

| Agenda topic 7 | Asset Register Review

The parish council reviewed the asset register and agreed to add the new postbox which was recently installed at the burial ground, and noted that we will need to add the oak bench which is in the process of being built and installed. Once the location has been agreed, this will be added to the register. There is nothing to remove following this review and nothing further to add.

| Agenda topic 8 | Review of Financial Risk Assessment

Reviewed. No changes required.

| Agenda topic 9 | Review of Financial Risk Management Register

Reviewed. No changes required.

Meeting Closed at | 7.10pm |

Signed: _____

Date: _____

Councillor Anne Birkett (Chairman)
Latimer and Ley Hill Parish Council
