

**Draft Minutes of the Annual Meeting of Birchanger Parish Council**  
**Held on Tuesday 17<sup>th</sup> May 2022**  
**at 7.00pm.**

**Present:**

Angie Driscoll (AD)  
Linda Pocklington (LP)  
George Taylor (GT)  
Peter Sampson (PS)  
Sally Taylor (ST)  
John Revell (JR)

0 members of the public  
Keith Williams (Parish Clerk)

**50. Election of Chairman – Signing of Declaration of Office**

On a proposal from JR, seconded by PS, AD was unanimously elected as Chairman. The Statutory Declaration of Acceptance of Office was signed by AD and witnessed by the parish clerk

**51. Apologies for absence.**

Geof Driscoll (GD)

**52. Election of Vice Chairman**

On a proposal from PS, seconded by JR, GT was unanimously elected as Vice-Chairman..

**53. Minutes of the last Annual Parish Meeting**

The minutes of the previous Annual Meeting held on 4<sup>th</sup> May 2021 were agreed by the councillors as a true and accurate record of the proceedings and were duly signed by the Chairman.

**54. Membership of Committees**

**Finance** – GT (as Chair), All Councillors  
**Planning** – AD, JR, ST, Elizabeth Godwin (co-opted)  
**Employment** – GT (as Chair), AD, JR  
**Grant Applications** – GT (as Chair), JR, LP

**55. Powers and Duties of Committees**

It was agreed that the powers and duties of Committees should remain unchanged.

**56. Code of Conduct**

All councillors agreed to abide by the Code of Conduct.

**57. Appointment of Task Members**

Highways and streetlights – JR	Village Magazine – PS
Transport (including Stansted airport) – GD	Allotments, Glebeland & Trees – LP
Footpaths – ST	Website – Ken Wheatley (co-opted)
Public Safety – PS	

**58. Appointment of Representatives to outside organisations**

Birchanger Wood Trust – LP  
Police Consultative Committee – PS  
Town & Parish Council consultative meetings regarding Stansted Airport – GD

**59 Date of Annual Parish Meeting**

It was agreed that next year's Annual Parish Meeting will be held on 22<sup>nd</sup> March 2023.

The Chairman then closed the meeting at 19.14.

[ACM010]