

CHAIR: Councillor Seph O'Connell

CLERK: Mrs Juvina Janik

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**Draft Minutes of the ANNUAL GENERAL MEETING of Hillam Parish Council
TUESDAY 2ND MAY 2023, 7.15pm at Monk Fryston and Hillam Community Centre**

AGM23/

1. Election of Chair and Declaration of Acceptance of Office

Councillor O'Connell was nominated by Cllr Tuddenham, this was seconded by Cllr Vickers. Cllr O'Connell accepted the nomination. **Resolved:** All in favour. Councillor O'Connell signed the Declaration of Acceptance of Office.

2. Present and Apologies

Councillors present: O'Connell, Collinson, Hayburn, Hutchinson, Tuddenham and Vickers.

3. Chair's Welcome

Appreciation and thanks shown to the members of the Parish Council for their hard work, enthusiasm and support over the last year. The aim for the next year is to continue the progress, increase the engagement of the residents and get more projects up and running. Notable successes have been the Ring Tree planted straight and buds now showing as we enter spring, a push to fix/repair stiles and get 'on top' of the small maintenance issues that accumulate, the flower beds at the village entrances getting planted up and a survey of the streetlights to put a maintenance/replacement schedule in place. The focus will continue around maintenance; the streetlights, the footpaths, noticeboards and the Ring Tree green, and we'll look at new ways to address the lack of public interest.

4. Approval and signing of the minutes from the Annual General Meeting Monday 9th May 2022

The draft minutes were sent out soon after the meeting and no amendments were made. **Resolved:** The document was signed by the Chair as a true record.

5. Election of Vice Chair and Declaration of Acceptance of Office

Councillor Hayburn was nominated as Vice Chair by Councillor Tuddenham, this was seconded by Councillor Hutchinson. Councillor Hayburn accepted the nomination. **Resolved:** All in favour. Councillor Hutchinson signed the Declaration of Acceptance of Office.

6. Review and agree Committees and Representatives

The following members were chosen as follows:

- a) Staffing committee – Councillors O'Connell and Hayburn
- b) Ring Tree Lights representative – Councillor Hayburn
- c) Finance Scrutineer/Internal Controls – Councillor Hayburn
- d) Monk Fryston Education Foundation – Councillor Hutchinson
- e) Monk Fryston Liaison – Councillor Collinson
- f) Burial Board representatives – Councillors Tuddenham and Collinson
- g) Monk Fryston & Hillam Community Association representative – Councillor O'Connell
- h) Village Maintenance Co-ordinator – Councillor Vickers

7. Confirm the holdings of the Parish Council

- The Ring Tree Green
- Hillam Quarry
- Betteras Hill Quarry
- Duncemire Road, registered Public Bridleway

8. Confirm the Assets held by the Parish Council

It was confirmed no assets were acquired in 2022-23 and the total assets remains at £26121.29

9. Note position of Time Capsule

Location: On the Ring Tree Green, approximately 3 metres north west of the Ring Tree itself (see photo attached). The time capsule itself is cylindrical with a diameter of 18cm and length of 65cm. It is made from uPVC and was bought from www.timecapsulesuk.com

The capsule was buried on Monday 1st May 2017 at 12pm by Henry Tuddenham, aged 9. A number of villagers gathered to watch the event.

10. Closure of meeting 7.45pm

Signed: _____ Date: _____