

# WISTON WARD COMMUNITY COUNCIL ANNUAL GENERAL MEETING - MINUTES

For Wiston Ward Community Council on Monday 20th September 2021 at 20:00 hrs, at The Memorial Hall  
Clarboston Road in line with Covid-19 restrictions.

Present:

Alan Vaughan (Chair) Yvette Bevan David Evans Peter Lewis Thomas Bevan

David Howlett (County Councillor) Samantha Philipps-Harries (Clerk)

## 1. Chairman's Remarks

The chairman welcomed everyone to the meeting and was very grateful to everyone being prepared to meet face to face after such a long time on Zoom.

## 2. Apologies for Absence

Apologies for absence were received from Marilyn Bevan and Robert Voyle.

## 3. Minutes of the last AGM held October 2020

Minutes of the meeting held on Monday October 2020 were confirmed as a true record. Proposed by Thomas and seconded by Yvette.

## 4. Appointment of Chairman

Alan Vaughan was proposed as chairman – proposed by Peter and seconded by Thomas. Alan agreed to accept the post of Chairman.

## 5. Appointment of Vice Chair

Thomas Bevan was proposed as chairman – proposed by David Evans and seconded by Peter. Thomas agreed to accept the post of Vice Chair.

## 6. Appointment of Clerk

Samantha was proposed to remain as clerk – proposed by Yvette and seconded by Peter. Samantha agreed to accept the post of Clerk.

## 7. Appointment of Planning Committee Officers

The Planning Committee Officers were appointed as follows: -

Wiston - Peter, Marilyn and David Evans.

Walton East - Thomas.

Clarboston - Robert.

Clarboston Road - Yvette and Alan.

## 8. Appointment of Financial Officers

It was agreed the financial officers would remain as follows: -

Robert Voyle Alan Vaughan

Marilyn Bevan Thomas Bevan

Signed: *T J Bevan*

Dated 16<sup>th</sup> May 2022

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## **9. Appointment of Responsible Financial Officer (RFO)**

Samantha (Clerk) was proposed to remain as the RFO – proposed by Peter and seconded by Thomas.

## **10. Appointment of a General Data Protection Regulations Officer (GDPR)**

Samantha (Clerk) was proposed to remain as the GDPR Officer – proposed by David E and seconded by Yvette.

## **11. Confirmation of date, time and venue of Council monthly meetings**

It was agreed by all present that the meetings remain on the third Monday of the month, at 20:00hrs at the Memorial Hall, Clarboston Road.

## **12. Any Other Business**

- a) Review of Wiston Ward Community Council's Risk Assessment – no changes necessary.
- b) Review of Wiston Ward Community Council's Code of Conduct – no changes necessary.
- c) Review of Wiston Ward Community Council's Financial Regulations – no changes necessary.
- d) Review of Clerk's Salary – the clerk's salary will remain at £1800 per annum.

As there was no further business the Annual General Meeting closed at 20:20 hrs.

Signed: *7 J Bevan*

Chairman to Wiston Community Council

Dated 16<sup>th</sup> May 2022

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