



Chairman: Jane Hartley

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Clerk to the Council
Miranda Parker
Charvil Village Hall
Park Lane
Charvil, Reading
Berks RG10 9TT

Annual Meeting held on Monday 24th May 2021

Present

Jim Gillett, Mike Heath, Narinder Ryatt, Jane Hartley, Pat Sutlieff and Claire Andersen

Apologies for absence

Hilary Jones and Neil Jackson

Absent

Election of the Chairman of Council:

Councillor Gillett opened the meeting and opened the election for the position of Chair.

Councillor Gillett proposed Councillor Hartley and was seconded by Councillor Heath.

Councillor Hartley was elected as Chair of Council unopposed. She then took over Chairing the meeting.

Election of Vice-Chairman of Council:

Councillor Sutlieff was proposed by Councillor Andersen and seconded by Councillor Gillett.

Councillor Sutlieff was unanimously elected as Vice Chairman of Council unopposed.

COUNCIL LEAD POSITIONS

The following were unanimously elected unopposed

Committee Chairmen

Planning, Environment & Highways - Councillor Heath was proposed by Councillor Gillett and seconded by Councillor Hartley **and was elected as Chairman of Planning, Environment and Highways**

Amenities - Councillor Gillett was proposed by Councillor Sutlieff and seconded by Councillor Hartley. **Councillor Gillett was elected as Chairman of Amenities**

Finance - Councillor Hartley proposed Councillor Jackson and Councillor Andersen seconded him. **Councillor Jackson was elected as Chairman of Finance**

Staffing Committee- Councillor Andersen was proposed by Councillor Gillett and seconded by Councillor Hartley. **Councillor Andersen was elected as Chairman of the Staffing Committee**

Committee Vice Chair Positions

Planning, Environment and Highways – Councillor Ryatt was proposed by Councillor Hartley and seconded by Councillor Gillett. **Councillor Ryatt was elected unopposed as the Vice Chair of Planning, Environment and Highways**

Amenities – Councillor Gillett proposed Councillor Sutlieff and Councillor Hartley seconded her. **Councillor Sutlieff was elected unopposed as Vice Chair of Amenities**

Finance – Councillor Gillett was proposed by Councillor Andersen and seconded by Councillor Sutlieff. **Councillor Gillett was elected unopposed as Vice Chair of Finance**

Staffing – Councillor Sutlieff was proposed by Councillor Andersen and seconded by Councillor Gillett. **Councillor Sutlieff was elected unopposed as Vice Chair of Staffing**

Election of Members of Committees

ELECTION OF COUNCIL MEMBERS TO THE STAFFING COMMITTEE Councillors Andersen, Sutlieff, Jones and Gillett were elected as members with the Chairman holding a watching brief

ELECTION OF COUNCIL MEMBERS TO THE FINANCE COMMITTEE the Chairman and councillors Gillett, Jackson, Andersen and Sutlieff were duly elected

ELECTION OF COUNCILLOR MEMBERS TO THE AMENITIES COMMITTEE

In addition to The Chairman, the Vice Chair and the Chairman of the Amenities Committee, Councillors Jackson and Jones were unanimously elected as members of the Amenities Committee.

ELECTION OF COUNCILLOR MEMBERS TO THE PLANNING, ENVIRONMENT AND HIGHWAYS COMMITTEE – Councillors Heath, Ryatt, Sutlieff and Andersen were duly elected

ELECTION OF COUNCILLOR MEMBERS TO THE COMPLAINTS COMMITTEE – Councillors Hartley, Heath, Andersen, Sutlieff, Gillett and Ryatt were duly elected

APPOINTMENT OF REPRESENTATIVES TO OTHER ORGANISATIONS

Wokingham Borough Liaison/ Parish Conference – Councillor Heath

Almshouse Trustee - Councillor Andersen

Sonning Education and Welfare Trust- Mrs Jeffery

Poor's Land Charity Trustee – Mrs Lauren McCann

Newsletter and Communication – Amenities Manager and Councillor Heath

WDALC – None

Campaign against Waste – Councillor Heath

Website Administrator – Clerk

Data Protection Officer – Andrew Moulton at WBC

Wokingham United Charities – Councillor Hartley

Review of Standing Orders

It was resolved to adopt the 2020 Revision, which was approved

Review of Risk Management, Financial Regulations and other policies

The Finance Committee had reviewed the Risk Management Policy and the Financial Regulations, and their recommendations were accepted. Councillor Heath had done a thorough review of the other documents, and happy that the other documents were still valid subject to some minor changes (e.g., changes of address). This agreed by other members.

Review of Terms of Reference

It was resolved that these did not need updating at this point, which was carried unanimously

The Annual Meeting closed at 8-30pm.

.....*Signature*
Signed on 21 June 2021 Chairman of the Council