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The Annual General Meeting of the Wistow Parish Council took place on Tuesday 27<sup>th</sup> May 2014 at 7.30 pm in the Village Hall, with Mr Carter in the Chair.

Mr Carter welcomed everyone to the meeting and stood down as Chairman.

1. Apologies for absence: Mr Hodson
- 1.1. Present: Mr Bucknell, Mr Carter, Mrs Coles, Dr Farrar, Mr Leigh, Mr MacInnes, and Mr Tew.
2. APPROVE AND SIGN MINUTES OF ANNUAL GENERAL MEETING 28<sup>TH</sup> MAY 2013  
The Minutes, having been circulated prior to the meeting were duly approved and signed.
3. ELECTION OF CHAIRMAN  
Mr Bucknell proposed and Mr Leigh seconded Mr Carter's nomination as Chairman. This was unanimously agreed and Mr Carter accepted.
4. ELECTION OF VICE CHAIRMAN  
Mr Carter proposed and Mr Bucknell seconded Dr Farrar's nomination as Vice Chairman, this was unanimously agreed and Dr Farrar accepted.
5. DECLARATION OF ACCEPTANCE OF OFFICE BY CHAIRMAN AND VICE CHAIRMAN AND CODE OF CONDUCT FORMS TO BE SIGNED.  
The Clerk issued Declaration of Acceptance of Office form to the Chairman and Vice Chairman which were signed.
6. ADOPTION OF STANDING ORDERS AND FINANCIAL REGULATIONS  
The Standing Orders and Financial Regulations had been circulated prior to the meeting. Model Standing Orders for Local Councils NALC 2010 together with amendments and Financial Regulations Model 2 NALC updated 2004 and amended were proposed by Mr MacInnes, seconded by Mr Bucknell and unanimously adopted.

7.     **ADOPTION OF CODE OF CONDUCT**  
The Code of Conduct, issued by Huntingdon District Council and amended in May 2014 was proposed by Mr Carter, seconded by Dr Farrar and unanimously adopted.
  
8.     **TO ALLOCATE RESPONSIBILITIES UNDER PARISH PLAN WORKING PARTIES AS FOLLOWS**  
Highway Warden, Mr Leigh  
Litter – Mr McInnes  
Countryside – Mr Hodson  
Village Hall – Mr MacInnes  
Parish Plan – Mr Carter, Dr Farar, Mr Bucknell  
Streetlighting – Dr Farrar, this was an additional responsibility in view of forthcoming changes.
  
9.     **TO CONFIRM DATES OF PARISH COUNCIL METINGS FOR 2014/15**  
It was confirmed that meetings will continue to be on the last Tuesday of the month. The Clerk asked that it could be agreed that Ms Robinson would stand in for her during her absence later in the year, prior to her taking on the role permanently. This was agreed.
  
10.    There being no further business Mr Carter closed the AGM at 7.50 pm