

**Minutes of the Annual Meeting of Caldecott Parish Council held on Thursday 30<sup>th</sup> May 2023 at 7.41 pm in the Village Hall.**

**Present 2023/29** Cllr MacDermott (Chair), Bennett, Kendrick, Hook and Parker, Mrs Medwell (Clerk), County Cllr Andrew Brown and 1 member of the public.

**Election of Chair 2023/30** The position of Chair was open to all Councillors. Cllr Bennett nominated Cllr MacDermott and was seconded by Cllr Parker. Cllr MacDermott **agreed** to become Chair.

The Chair duly completed and signed Register of Members' Interests and the Declaration of Office, witnessed by the Responsible Financial Officer.

**Election of Vice Chair 2023/31** The position of Vice Chair was open to all Councillors. Cllr MacDermott nominated Cllr McCole in her absence and was seconded by Cllr Bennett.

The Vice Chair will duly complete the Register of Members' Interests and sign the Declaration of Office.

**Co-option of New Councillors 2023/32** **Co-option of New Councillors** - The Council **agreed** to co-opt Mr Bob Hook and Mr William Kendrick to fill two of the three vacancies arising from the recent elections.

Proposed Cllr MacDermott      Seconded Cllr Bennett      All in favour

Cllrs Hook and Kendrick duly completed and signed the Members' Register of Interests and the Declaration of Acceptance of Office, witnessed by the clerk.

**Apologies 2023/33** Cllr McCole - approved  
S Wood

**Declarations 2023/34** Cllr Bennett declared an interest in item 10 (a).

**Minutes 2023/35** The minutes of the meeting held on 9<sup>th</sup> March 2023 were approved as a true record of the meeting and duly signed by the Chair.

Proposed Cllr Bennett      Seconded Cllr McCole

**Matters Arising 2023/36** The Chair is yet to write to RCC regarding the lack of action on the proposed zebra crossings and other traffic safety matters.

**AM**

**Highways and Rights of Way 2023/37** It was noted that training of volunteers for the upcoming Community Speedwatch Programme was taking place this week. The Chair expressed thanks to Cllr MCCole on behalf of the Council for co-ordinating this.

It was also noted that a new pedestrian gate had been put in at the roadside entrance to the Lyddington Road footpath.

**Children's Play Park 2023/38** **Routine Inspection** – The Chair advised that he had had taken down the zipwire seat and had removed the mechanism and zip line for referral to the manufacturers as recommended at the annual inspection. These will be re-instated in due course.

The Council was disappointed to note that the fundraising signage had been damaged.



**d) Approval of Annual Governance and Accounting Statement 2022/23**

The Council considered and **approved** the Annual Governance Statement 2022/23.

Proposed Cllr Bennett      Seconded Cllr Parker

This was duly signed by the Chair and Responsible Financial Officer

The Clerk had prepared the 2022/23 Financial Accounts in accordance with the Accounts and Audit Regulations 2015 and circulated prior to the meeting.

The Council considered and **approved** the Annual Accounting Statement 2022/23

Proposed Cllr Parker      Seconded Cllr Hook

This was duly signed by the Chair and Responsible Financial Officer.

**e) Internal Audit 2022/23**

The accounts had been presented for internal audit and were found to be in good order with no issues raised.

All matters pertaining to finance are displayed on the website on [www.caldecott-pc.gov.uk](http://www.caldecott-pc.gov.uk)

**Correspondence  
2023/42**

The Council referred to communication regarding additional signage on Church Lane with directions to Burgess Row. Agreement had been provisionally given by a resident of Burgess Row for RCC to site a small arrow on her outbuilding pointing to Burgess Row, subject to her receipt of a formal request to place it here from the Parish Council. The Council **agreed** to provide this request and the Chair will personally hand deliver the letter.

**AM**

It was also noted that the noticeboard on the bus stop will be removed and re-sited on the hall once the external decoration is done in July.

**Next Meeting  
2023/43**

The next meeting of Caldecott Parish Council will be held on Thursday 13<sup>th</sup> July 2023 in the Village Hall.

The meeting closed at 9.12 pm.