

MINUTES OF ANNUAL PARISH MEETING**DRAFT**

6TH May 2025 at 7pm Venue: Wouldham Village Hall

Attended: Cllr Bell, Cllr Marr, Cllr Miles, Cllr Yard, Cllr Collier-Ward BCLrs Davis and Dalton, Dalton, Rosemary Bell, Sarah Briggs, Barney Sneller, Rebecca How, Ann-Marie Church, Tina Miles

1. **Apologies for absence:** Cllr Church, Ashley Crowdey - Girlguiding

2. Minutes from last year's meeting signed by Chair, Cllr Bell

3. Chairmans' Report

Cllr Bell summarised the Chairmans reports for the year 24/5. He noted that 4 councillors resigned and 2 have joined, but the new team have got things done over the year, such as the D Day commemoration event, Summer Fair, new benches installed, new lights in recreation ground.

Cllr Bell thanked the groups and organisations who had sent in their reports. And a special thank you to the Borough Councillors and Ann-Marie Church who sent in reports and attended the meeting.

4. Village Hall Report

Cllr Bell explained that the Village Hall (VH) was previously a charity, but has now ceased and passed the responsibility back to the PC. He thanked the Trustees and Committee for all their hard work over the years and very much appreciated that the same team will be supporting the VH going forward as volunteers.

5. **Verbal reports:** Clerk explained that Ashley Crowdey had apologised for not being in attendance due to family illness, but gave the following report:

Our Girlguiding units have been running really well this year, with lots of support and nearly full packs for all 3 units, Rainbows aged 4-7, Brownies aged 7-10 and Guides ages 10-14.

We have had support from KCC with purchasing the Guides flag, from Trenport helping purchase the easter eggs from the Easter fun day, from the Coop awarding us £250 to purchase unit supplies and hedgehog homes and from TMBC grant being able to purchase unit Neckers and a greenhouse for our Girlguiding allotment plot.

All the support has given our Girlguiding more opportunities to develop their skills and love for nature. We can't wait to wear our new Neckers that the guides designed at our next event, which is a big county event called Mayhem.

I am looking to start a Ranger unit for girls aged 14+ to run alongside our guides unit, giving more girls to opportunity to continue their guiding journey. Thank you for all the support from the WPC with the hall rent and supporting us at events like D-Day parade and Remembrance Day.

6. Ideas/Priorities for the year:

Cllr Bell explained that this meeting was a chance for ideas to come forward from the community.

Sarah noted that lately, every time VH is privately hired, we seem to have issues with how it is left. She suggested that there needs to be check after each private hire. Tracey and Ann-marie volunteered, but Ann-Marie said that she wouldn't like to confront anyone. Tina suggested that they could go just after the hire and take photos of any problem areas. Tracey suggested that there is a couple of hours between bookings so that if any additional cleaning is needed, it can be done before the next person goes in.

Sarah asked if there would be a Summer Fair this year. Ann-Marie advised that she is looking to plan something, but more like a farmers' market with just stalls with music which could perhaps be linked to VJ Day

5 Meeting closed at 7.23 pm

Signed _____

Date _____

ANNUAL GENERAL MEETING

MINUTES OF THE ANNUAL GENERAL MEETING OF WOULDHAM PARISH COUNCIL

TUESDAY 6th MAY 2025 AT 7.15PM

WOULDHAM VILLAGE HALL

Present: Cllr Bell, Cllr Miles, Cllr Yard, Cllr Marr, Cllr Church, Cllr Collier-Ward BClr Daivs,
 BClr Dalton, T Miles (Clerk) Apologies: None

1.	Signing of last year’s minutes: Proposed by Cllr Miles and seconded by Cllr Yard. Signed by Cllr Bell	
2.	To receive Chairman’s report 2024/5 Cllr Bell read his report. They will all be published on our website Cllr Bell stood down as Chair.	
3.	Election of Chair for 2025/6 The Clerk thanked all those who had contributed to the annual reports. She then asked for nominations for Chair for this year. Cllr Miles nominated Cllr Bell, Seconded by Cllr Yard There are no other nominations. Votes For 5 Against 0 Cllr Bell accepted the nomination on the understanding the results of recent health tests are favourable and was duly elected Chair of the Parish Council 2025/6	
4.	Election of Vice Chair The Clerk asked for nominations for Vice Chair. Cllr Yard nominated Cllr Miles and seconded by Cllr Church There are no other nominations. Votes For 5 Against 0 Cllr Miles accepted the nomination and was duly elected Vice Chair of the Parish Council 2024/25	
5.	Declaration of Acceptance of Office: The Chair, Vice Chair, prior to continuing the business of the Parish Council, then signed the Declaration of Acceptance, witnessed by Tina Miles being the Proper Officer of the Parish Council. The remaining councillors will be invited to sign them at the next meeting. She also confirmed that DPI’s are in place with the Monitoring Officer, the exception to this is for Cllr Marr which still needs updating from the last election	
6. 6.1	To appoint membership for committees/groups Cllr Bell explained a slightly different way of organising the working groups. The suggestion is to have one lead in each group, who will seek help from other councillors if needed Planning: Cllr Bell, Village Hall: Cllr Yard Finance: Cllr Bell, Roads, Footpaths and Lighting: Cllr Collier Ward. Open spaces: Cllr Church Health & Safety: Cllr Miles	

Signed _____

Date _____

<p>7. 7.1 7.3 7.4 7.5 7.6 7.7</p>	<p>Councillors were appointed to represent the Parish Council as liaison/contacts for the following groups: Flooding – PC rep for the EA flood alerts – Clerk Parish Website – Clerk, CCTV – Chair/Clerk School Governor: Cllr Bell stated that Adam Baker is currently the Community Rep and forwards any minutes to us. This seems to be working well and suggested it is continued. All Agreed. KALC/PPP meetings: Cllr Bell and Collier-Ward can attend by TEAMS or in person.</p>	
<p>8. 8.1 8.2</p>	<p>Wouldham Parish Council Accounts: Nat West current account – signatories –Cllr Bell, Cllr Marr, Cllr Yard, Cllr Church, Clerk. Unity Trust bank and the new Metro account will be the same people. Clerk to update mandates 2025/6 Meetings: It was agreed to drop February and August meetings. Therefore, the dates will be: Tues, 3rd June; Tues, 8th July; Tues, 2nd September Tues, 7th October Tues, 4th November; Tues, 2nd December Tues, 6th January, 2026; Tues, 3rd March; Tues, 7th April; Tues, 5th May (AGM) 7.45 AGM finishes</p>	<p>Clerk</p>

Continuing with the Parish Council meeting. 7.45pm

Signed _____

Date _____