

**Minutes of Barkway Parish Council Annual Meeting  
Held in the Reading Room on 14 May 2018 at 7.30pm.**

**Councillors Present:** Mr G Swann (Chair)  
Dr G Frapporti (Vice Chair)  
Dr R Davidson  
Mr B Morss  
Mr W Dennis  
Mrs C Connolly  
Mr P Baker

**Also present:** Mrs C Toms (Clerk)  
County Cllr. Fiona Hill  
District Cllr. Tony Hunter

**Members of the Public:** None

**1. To elect Chairman for the year 2018/19 and sign Declaration of Acceptance of Office.** It was proposed by Cllr. Davidson and seconded by Cllr. Morss that Cllr. Swann become Chair. All voted unanimously in favour. Cllr. Davidson informed the Council that fresh Declaration of Acceptance of Office forms did not need to be signed if there was no change of person accepting office.

**2. To elect Vice-Chairman for the year 2018/19 and sign Declaration of Acceptance of Office -** It was proposed by Cllr. Davidson and seconded by Cllr. Swann that Cllr. Frapporti become Vice-Chair. All voted unanimously in favour.

**3. To receive Councillor's Declaration and Acceptance of Office -** All Councillors reaffirmed their acceptance of office for the forthcoming year.

**4. To receive and accept apologies for absence -** Dist Cllr. Morris

**5. To fix calendar of meetings for 2017/18 -** It was agreed that Ordinary Parish Council meetings would continue to be held on the second Monday of every month.

**6. To appoint representatives to serve on Committees**

- 1) Finance – The Clerk, Cllrs. Swann, Frapporti and Davidson
- 2) Reading Room Management – The Clerk, Cllrs. Swann and Baker and resident Mr K McCormick
- 3) Car Park Committee - The Clerk, Cllrs. Swann, Morss and Dennis

**7. To reaffirm portfolios for the forthcoming term of office**

It was proposed by Cllr. Davidson and seconded by Cllr. Swann and agreed by all to defer this matter until the June meeting.

**8. To review and approve Annual Governance Statement 2017/18**

It was proposed by Cllr. Swann and seconded by Cllr. Davidson and agreed by all to defer this matter until the June meeting when the Internal Audit would hopefully have been completed.

**9. To review and approve Statement of Accounts 2017/2018**

It was proposed by Cllr. Swann and seconded by Cllr. Davidson and agreed by all to defer this matter until the June meeting when the Internal Audit would hopefully have been completed.

There being no further business the meeting closed at 7.38pm