

THORNWICK ST MARY PARISH COUNCIL

Serving the parish of Thornwick St Mary, Mereshire

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL

held on Tuesday, 13 May 2025 at 7.30pm (following the Annual Parish Meeting held at 7.00pm)
in the Committee Room, Thornwick Village Hall, High Street, Thornwick St Mary

Present: Cllr M. Pearson (Chairman), Cllr D. Whitfield (Vice-Chairman), Cllr S. Iqbal, Cllr A. Foxton, Cllr D. Marsh, Cllr P. Hollis, Cllr R. Yeoman

In attendance: Mrs L. Carrow (Clerk & RFO), approx. 20 electors at the preceding Annual Parish Meeting

Apologies: Cllr G. Duckworth

Annual Parish Meeting (7.00pm)

Ahead of the Council's own business, the Annual Parish Meeting was held and was well attended by approximately 20 electors. The Chairman gave a review of the Council's activities over the past year; short reports were also received from the Village Hall Management Committee, the Women's Institute, Thornwick Cricket Club and St Mary's Church. No formal decisions were taken at the Annual Parish Meeting, which is a meeting of the electorate rather than of the Council, and the meeting closed at 7.25pm.

Council Business (7.30pm)

1. Election of Chairman

Nominations were invited for the office of Chairman for the ensuing year. Cllr Pearson was proposed by Cllr Whitfield and seconded by Cllr Iqbal. There being no other nominations, it was **RESOLVED** that Cllr Pearson be elected Chairman for 2025/26. The Chairman signed the Declaration of Acceptance of Office.

2. Election of Vice-Chairman

It was **RESOLVED** that Cllr Whitfield be elected Vice-Chairman for 2025/26.

3. Apologies for Absence

Apologies were received and accepted from Cllr Duckworth.

4. Declarations of Interest

None.

5. Review of Register of Members' Interests

Members were reminded of their obligation to keep their entry on the Register of Interests up to date and to notify the Monitoring Officer of any change within 28 days.

6. Appointments to Outside Bodies and Working Groups

It was **RESOLVED** to make the following appointments for the year: Village Hall liaison - Cllr Marsh; Playing Field and Playground - Cllr Hollis; Footpaths - Cllr Iqbal; Planning working group - Cllrs Pearson, Whitfield and Foxton; Churchyard/burial ground liaison - Cllr Yeoman.

7. Minutes of the Previous Meeting

The minutes of the meeting held on 8 April 2025 were **RESOLVED** as a true record and signed.

8. Matters Arising

The defibrillator had been ordered and delivery was expected within three weeks, with installation and a training session to follow. Four residents had come forward as Speedwatch volunteers and were booked onto police-led training in June.

9. Annual Governance and Accountability Return (AGAR) 2024/25

The internal auditor's report for the year ended 31 March 2025 was noted, with no matters of concern raised.

It was **RESOLVED** to approve the Annual Governance Statement and the Accounting Statements as set out in the AGAR, both to be signed by the Chairman and the Clerk. The Council noted that, as gross income and expenditure both fell below the relevant threshold, it qualified for the certificate of exemption from external audit, and agreed that the Notice of Public Rights and the exemption certificate be published in accordance with the regulations.

10. Finance

Item	Amount
Balance brought forward	£39,669.98
Clerk's salary (May)	£412.60
HMRC - PAYE/NI	£58.40
Room hire	£15.00
Zurich Municipal - annual insurance renewal	£486.00
Internal audit fee 2024/25	£75.00
Balance carried forward	£38,622.98

11. Playground

Cllr Hollis confirmed that the repairs identified at the annual RoSPA inspection (swing chains and a patch of safety surfacing) had been completed by the Council's handyman. Given the play equipment dates from 2009, members agreed to begin considering a budget provision for a replacement roundabout in the 2026/27 budget, at an estimated cost of £2,000-£3,000, to be revisited at the autumn budget-setting meeting.

12. Dog Fouling on the Playing Field

A complaint had been received regarding dog fouling on the playing field. It was agreed that additional signage be ordered and that a further bin be considered if the problem persisted.

13. Planning

No new applications had been received.

14. Correspondence

None requiring discussion.

15. Any Other Business

Cllr Duckworth had formally tendered his resignation from the Council, effective from the end of June, owing to his relocation outside the parish. The Council placed on record its sincere thanks for his six years of service, in particular his work on the village hall and playing field. The Clerk was asked to post the statutory notice of vacancy and to proceed to co-option if no election was called for.

16. Date of Next Meeting

Tuesday, 10 June 2025, 7.30pm, Thornwick Village Hall.

The meeting closed at 9.28pm.

Signed (Chairman) _____ Date: _____