

PARISH OF RADNAGE

THE ANNUAL MEETING OF THE PARISH COUNCIL WAS HELD ON MONDAY 24th MAY 2021 IN RADNAGE VILLAGE HALL COMMENCING AT 7.30 PM

Present: Councillors: Mr Robert Nikiel, Mr Darren Ungless, Mr Jez Lofts,
Mr Tony Eden, District Councillor Shade Adoh and Clerk Ms Lisa Stibbs

1. **Welcome.**

Cllr Robert Nikiel welcomed everyone to the meeting. Apologies had been received from County Councillors Carl Etholen and Robert Carrington.

2. **Election of Chairman and Declaration of Acceptance of Office.**

It was proposed by Cllr Eden and seconded by Cllr Lofts that Cllr Ungless be elected as Chairman as Cllr Nikiel has now resigned from The Council. Cllr Ungless agreed to stand and there were no other nominations. With all in favour, Cllr Ungless was elected as Chairman of Radnage Parish Council and agreed to sign his Acceptance of Office.

3. **Election of Vice Chairman and Declaration of Acceptance of Office.**

It was proposed by Cllr Ungless and seconded by Cllr Eden that Cllr Lofts be elected as Vice-Chairman for the current term. Cllr Lofts agreed to stand and there were no other nominations. With all in favour Cllr Lofts was elected as Vice-Chairman of Radnage Parish Council and agreed to sign his Acceptance of Office.

4. **To receive Declarations of Acceptance of Office from all councillors.**

All councillors present accepted their role of Office.

5. **To receive Declarations of Pecuniary Interest from all councillors.**

All councillors completed and signed their Disclosures of Pecuniary Interests.

6. **Roles and Responsibilities.**

After a brief discussion it was agreed that the share of roles and responsibilities would be discussed and agreed after the two new Councillors were Co-Opted onto the Parish Council.

- Planning: TBA
Planning applications are included on the published agendas to be properly considered and discussed, giving the public an opportunity to discuss their views with the council. It is recognised that to meet the deadline for responses some applications may have to be considered outside of a meeting.
The Clerk would be responsible for entering the co-ordinated response on the planning portal (to WDC). This was agreed by all.
- Village Hall: TBA
- Open Spaces: TBA
The Clerk will continue to deal with aspects of work relating to grass and hedge cutting requirements, general administration of war memorial matters and the general aspects of the allotment fields, rental agreements and grazing licences.
- Burial Ground: TBA
The Clerk agreed to continue to liaise with the Parochial Church Council regarding such matters as the emptying of the compost bin.
- Memorial Applications: The Clerk agreed to review information and relay to councillors for their attention and comments upon matters relating to any memorial applications for the burial ground. The Clerk will then be responsible for relaying any response to the stonemasons.
- Projects:
It was agreed to continue to appoint Project Officer's for dedicated investigations or projects undertaken by, or on behalf of the Parish Council. This might be a resident but a councillor would always be asked to be the point of contact between the volunteer and the council – where decisions would always be taken.
 - Any other projects would be tackled in turn and only once a Project Officer was identified.

7. **Committee Membership Nominations and Representations.**

All agreed that representations at various committees would be on an as and when required/appropriate.

The meeting was closed at 19.55 hours

Chairman's Signature: Darren Ungless

Date: 14/7/21