# NOTICE

## Stanton St Bernard Parish Council – Annual General Meeting

## Wednesday 14 May 2025 at 7.00pm

## Stanton St Bernard Village Hall

---

**AGENDA**

**Items to be considered**

1. Those present
2. Apologies for absences
3. Minutes (to confirm the minutes of the AGM held on Wednesday 8 May 2024)
4. Finance / Presentation of Annual accounts and Annual Return
5. Chairman's Report
6. Election of Committee/Office Bearers
7. Any other business
8. Date of next AGM

**Minutes of the Annual General Meeting of Stanton St Bernard Parish Council held on 14 May 2025 in the Village Hall, Stanton St Bernard**

**1. Present**

| | |
|---|---|
| Councillors: | Mr Bryan Read, Chairman<br>Mrs Wendy Tarver<br>Mr Adam Pratt<br>Mr Dominic Hawker<br>Mrs Sarah Kendall |
| Parish Clerk: | Mrs Karyn Bidmead |
| Members of the Public: | Mr Paul Oatway – Wiltshire Councillor<br>Mr Gerald Tarver<br>Ms Louise Beaven<br>Ms Sam Handscombe |

**2. Apologies** There were no apologies.

**3. Minutes** There being no matters arising, the minutes of the Annual General Meeting held on 8 May 2024 were read and approved having been proposed by Mrs Wendy Tarver and seconded by Mr Dominic Hawker.

**4. Finance / Presentation of Annual Accounts and Annual Return** The Parish Clerk presented the Parish Annual Return together with accounts for the year ended 31 March 2025 (a copy of which is attached and forms part of these minutes) and summarised as follows:

| | | |
|---|---|---|
| **Income:** | | |
| Precept | 4,080.00 | |
| Parish share of Community Infrastructure Levy | 1,723.45 | |
| Millennium Fund donation | 500.00 | |
| Coronation Walk & Wood donations | 663.00 | |
| Total Income | | 6,966.45 |
| **Expenditure** | | (8,290.67) |
| Balance brought forward 01.04.24 | | 8,679.66 |
| **Balance carried forward 31.03.25** | | **£ 7,355.44** |

- **Certificate of Exemption – AGAR 2025/25 Form 2** of the Annual Return was reviewed. The Certificate of Exemption was approved as presented to the meeting, this having been proposed by Mrs Wendy Tarver and

seconded by Mrs Sarah Kendall, and the Chairman and Parish Clerk were authorised to sign the same.

- **Section 1 – Annual governance statement 2024/25** of the Annual Return was reviewed. It was resolved to approve Section 1 of the Annual Return as presented to the meeting, this having been proposed by Mrs Wendy Tarver and seconded by Mrs Sarah Kendall, and the Chairman and Parish Clerk were authorised to sign the same.

- **Section 2 – Accounting statements 2024/25** of the Annual Return was then reviewed together with the Accounts for the year ended 31 March 2025. It was resolved to approve both Section 2 and the Accounts as presented to the meeting, this having been proposed by Mrs Wendy Tarver and seconded by Mrs Sarah Kendall, and the Chairman and Parish Clerk were authorized to sign Section 2 of the Annual Return and the Chairman was authorised to sign the Accounts.

**5. Chairman's Report**

"Firstly I would like to thank Karyn for all her work as Clerk over the past year, I would also like to thank my fellow councillors for their continuing commitment.

We started the year with the D Day 80 beacon on Milk Hill on the 6th June which was well attended and a collection for the Royal British Legion was taken.

In June we replaced the wire Playground Fence with steel Park Fencing which should have at least 20 year life span.

On November the 9th we held a walk through the Coronation Wood with Alex Peto, the landowner, who planted a Beech tree to mark the opening of the wood and the Coronation Path. This was followed by tea in the Village Hall.

We also held a training evening for doing CPR and using the Defibrillator.

On February 22nd we planted around 20 trees along the Coronation Path with a team of volunteers.

And on March the 15th we did our annual litter pick through the village with a large a large group of residents.

Over the year we have considered 5 planning applications from, Mill Farm, Forge Cottage, Gable End, 4 Coate Road and the Old Rectory. All were subsequently passed by Wiltshire Council.

We Finished the year with the V E Day 80 Beacon on the 8th May a collection for the Royal British Legion was taken and £117.75 was collected, a further collection at the VE day Tea of £55.80, totalling £173.55.

| | |
|---|---|
| **6. Election of Committee/Office Bearers** | **Chairman:**<br>Mr Paul Oatway took the Chair for the election of the Chairman. Mrs Wendy Tarver proposed Mr Bryan Read, seconded by Mr Dominic Hawker. There were no other nominations and Mr Bryan Read was appointed Chairman for the forthcoming year.<br><br>**Vice Chairman:**<br>Mr Bryan Read returned to the Chair. Mrs Sarah Kendall proposed Mr Adam Pratt as Vice Chairman, seconded by Mrs Wendy Tarver. There were no other nominations and Mr Adam Pratt was appointed Vice Chairman for the forthcoming year.<br><br>**Councillors:**<br>Mr Dominic Hawker, Mrs Sarah Kendall and Mrs Wendy Tarver having stated they were happy to be reelected for the forthcoming year, were formally reappointed.<br><br>**Parish Clerk:**<br>It was formerly approved to reappoint and employ Mrs Karyn Bidmead as Parish Clerk for the forthcoming year. |
| **7. Any other business** | There was no other business. |
| **8. Date of next Annual General Meeting** | It was agreed that the date for the next Annual General Meeting should be fixed closer the time. |
| **Termination** | There being no further business for discussion the meeting was closed. |

…….

Chairman

Date: