

**BISHOP'S ITCHINGTON PARISH COUNCIL**

**Minutes of the Annual Meeting Held on 9 May 2011  
St Michael's Church Hall at 7.00pm**

**Present:**

Cllr Kettle, Chairman  
Cllr Maddison  
Alison Biddle, Clerk

Cllr Tagg-Wilkinson  
Cllr Christian-Carter

Cllr Heatley      Cllr Whittaker  
District Cllr Mann

**1. Election of Chairman**

Cllr Kettle was elected unanimously as chairman.

**2. Apologies**

The following apologies were received: Cllr Macaulay (sick); Cllr Wheeler (sick)

**3. Declarations of Interest**

There were no declarations of interest.

**4. Chairman's Declaration of Acceptance of Office**

Cllr Kettle signed the declaration of acceptance of office which was witnessed by the clerk.

**5. Election of Vice-Chairman**

Cllr Tagg-Wilkinson was elected as vice-chairman.

**6. Working Parties**

Members were asked to indicate their preferences, ranking them 1 to 3. The revised spreadsheet will be circulated by the clerk and the appointments will be formally approved at the next meeting.

**7. Outside Bodies**

Representatives to outside bodies were included on the spreadsheet above.

**8. Review of Standing Orders**

Members had reviewed the Standing Orders and no amendments were found to be necessary.

**9. Review of Financial Regulations**

Members had reviewed the Financial Regulations and no amendments were found to be necessary.

**10. Close of Meeting**

The meeting closed at 7.25pm.

Signed.....Chairman

Date.....