

**CROWTON PARISH COUNCIL
ANNUAL MEETING OF THE PARISH COUNCIL
MINUTES**

**Tuesday 13th May 2025 at 7 pm
Crowton Village Hall**

Present: Cllr Ralph Oultram Cllr Richard Thorne, Cllr Jenny Currie, Cllr Roger Hammond,
Cllr Joel Rutter, Cllr Sue Dolley, Cllr Kathryn Brennan
Ward Councillor Lynn Stocks
Clerk - T Whitlow

- 1. Welcome & introductions from the Chair**
- 2. Election of Chair** – for the coming year
Ralph Oultram was proposed & seconded, voted unanimously.
Acceptance of Office signed
- 3. Election of Vice Chair** – for the coming year:
Cllr Richard Thorne was proposed & seconded, voted unanimously
- 4. Apologies for absence were received from:**
Ward councillor Gillian Edwards & Phil Rimmer, Cllr Bob Stubbs
- 5. Annual Report from outgoing chair:**
- 6. Annual report received from Cllr Ralph Oultram**
- 7. Approval of the Minutes of the AMPC from 14th May 2024**
Minutes were approved and signed by the chair.
- 8. To review the Standing Orders** – note clerks recommends no change, and to set review date of AMPC May 2026:
Standing orders reviewed & re-adopted
- 9. To review Financial Regulations** – note clerk recommends no change, and to set review date of AMPC in May 2026:
Financial Regulations reviewed and re-adopted
- 10. To review code of conduct** - and set review date of AMPC in May 2026
Code of Conduct reviewed and re-adopted
- 11. Financial –**
 - a) **Bank signatories were reviewed.** No changes made. Ralph Oultram, Richard Thorne, Jenny Currie & the Clerk to remain as bank signatories. Dual authorisation confirmed.
 - b) **Pre-authorised payments for 2025-26** reviewed and signed.
 - c) **Financial Risk Assessment** – note clerks recommends no change- and to set review date of AMPC in May 2026 – Reviewed, re-adopted.
- 12. Scheme of Delegation**, updated in-line with the revised Financial Regulations – Reviewed and adopted
- 13. Date of next AMPC, proposed 12th May 2026**

Meeting closed 7.20pm