



Dodington Parish Council

MINUTES of the **Annual Meeting** of the Parish Council held in Dodington Parish Hall on **Monday 13th May 2024** at 7.30pm.

PRESENT: Councillors Richard Evans, David Fitt, Bob Graham, Christine Howard, Paul Hulbert, Adrian Hutton, Laura Pearson Tong, Jean Thomas and Chris Zapata

ALSO PRESENT: Hannah Saunders – Clerk to Council, Pip Tymon – Deputy Clerk to Council & a member of public.

The meeting was opened at 7:30pm by retiring Chair – Cllr Chris Zapata and Clerk who welcomed everyone.

251/24 ELECTION OF THE CHAIR OF THE COUNCIL

It was proposed by Cllr Christine Howard and seconded by Cllr Paul Hulbert that Cllr Chris Zapata be elected Chair of the Council. Cllr Chris Zapata confirmed he was willing to stand again. There were no further nominations, and it was **RESOLVED** unanimously that Cllr Chris Zapata be elected as Chair of the Council.

252/24 CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Chris Zapata signed the Declaration of Acceptance of Office in his capacity as the newly elected Chair, witnessed by Clerk to the Council.

253/24 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Sandra Jee, Louise Harris and Sarah Hurley plus Ward Councillors Marilyn Palmer and Ben Stokes also sent apologies.

254/24 ELECTION OF THE VICE CHAIR OF THE COUNCIL

It was proposed by Cllr David Fitt, seconded by Cllr Laura Pearson Tong, that Cllr Jean Thomas be elected Vice Chair of the Council. Cllr Jean Thomas stated that sadly she couldn't stand. As such, Cllr Christine Howard proposed Cllr Adrian Hutton (who was happy to stand. Cllr Paul Hulbert seconded the proposal. There were no other nominations and it was **RESOLVED** unanimously that Cllr Adrian

Hutton be elected as Vice Chair of the Council.

255/24 APPOINTMENT OF COMMITTEES

1. RESOLVED that membership of the four Committees should be as follows:

CLE = Community, Leisure and Environment

P = Planning and Transport

F & GP = Finance and General Purposes

S & P = Staffing and Personnel

COUNCILLOR	C L & E	P & T	F & G P	S & P
Richard Evans	Yes	Yes	Yes	Yes
Bob Graham	NO	Yes	Yes	NO
Louise Harris	Yes	NO	NO	NO
Christine Howard	Yes	Yes	Yes	Yes
Paul Hulbert	Yes	Yes	Yes	NO
Sarah Hurley	Yes	Yes	NO	NO
Adrian Hutton	Yes	Yes	Yes	Yes
Sandra Jee	Yes	Yes	Yes	NO
Jean Thomas	Yes	Yes	NO	NO
Chris Zapata	Yes	Yes	Yes	Yes
Laura Pearson Tong	Yes	NO	Yes	Yes
David Fitt	Yes	Yes	Yes	Yes
VACANT				
VACANT				
VACANT				

2. RESOLVED that in accordance with Standing Orders, the election of the Chairman and Vice Chairman of each Committee should be the first item of business for each of the next round of Committee Meetings. Meanwhile, it was RESOLVED that the existing Chairmen and Vice Chairmen would continue until that time.
3. RESOLVED to approve delegation of powers to committees.

256/24 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

RESOLVED that the following be appointed to the outside bodies listed below.

Avon Local Councils Association (ALCA): Cllrs Chris Zapata, Adrian Hutton + Laura Pearson Tong and Jean Thomas

Dodington Allotment Association: Cllrs Jean Thomas and David Fitt

Dodington Parish Band: Cllrs Paul Hulbert + Laura Pearson Tong

Joint Councils LNAP: Cllrs Paul Hulbert and Louise Harris

Joint Cycleways Committee: Cllrs Sarah Hurley

Joint Parishes Consultative Committee: Cllrs Paul Hulbert and Chris Zapata

Joint Travel Plan: Cllr Jean Thomas

(Priority Neighbourhood Steering Group: Cllrs Paul Hulbert, Louise Harris and Jean Thomas + David Fitt) [it was agreed to put this on hold until Clerk had heard back from Alex Swatton regarding the status of the group.](#)

(Shopmobility: Cllr Christine Howard) deferred to future meeting

Sodbury and District Twinning Association: [This group has gone into Hibernation](#)

(Sodbury TIC: Cllrs Paul Hulbert and Christine Howard) deferred to future meeting

St Peter's Church DCC: Cllrs Christine Howard and Paul Hulbert

Town & Parish Council Forum: Cllrs Jean Thomas and Christine Howard

(Wapley Bushes Conservation Group: Cllrs Paul Hulbert, Christine Howard and Adrian Hutton) deferred to future meeting

Wapley Common & Nature Reserve - Honorary Warden: PMN – Isabel Ryan was standing down from this position, Krystyna & Bob Hutchinson happy to take on.

Yate and District Transport Forum: Cllrs Paul Hulbert, Adrian Hutton, Jean Thomas and Bob Graham

Yate Town Strategy Group: Cllrs Christine Howard, Jean Thomas, Chris Zapata, Adrian Hutton, Richard Evans, David Fitt and Bob Graham.

257/24 STANDING ORDERS & FINANCIAL REGULATIONS

It was noted that these would be reviewed at the next Full Council meeting, which follows this meeting.

As there was no further business the meeting was closed at 8:00pm

SignedChairman

Date 17th June 2024