

Otterton Parish Council

AGM 2025

Minutes							
Date & Time	12 th May 2025		Location	Otterton Village Hall			
Councillors Present	Initials			Councillors Present	Initials		
Ian Simpson	IS	Parish Councillor					
Peter Wells	PW	Parish Councillor		Also Present			
Mr Jerry Fry	JF	Parish Councillor		3 residents			
Mr R Witherby	RW	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Iain Ure & Dee Woods		Holiday			
Belinda Shoemaker	BS	Diary conflict			

In Attendance	Initials	Capacity	Minutes to
F Mills	FM	Clerk	Councillors, website, notice board

Ref	Main meeting agenda item, comment & decision	Action Owner & deadline
1	Welcome & Apologies. As above	
2	Declarations of Interests: There were no declarations of interest in items on the agenda	
3	The minutes of the meeting held on 15 th May 2024 were signed as a true record.	
4	Appoint chair. Cllr Ian Simpson was proposed and accepted the position of Chair PW proposed, KF seconded the vote was carried unanimously.	
5	Appoint vice chair. Cllr Richard Witherby W was appointed as Vice Chair. Proposed by IS & seconded by PW the vote was carried unanimously.	
6	Appoint reps to external bodies: The following appointments were carried unanimously and a monthly reported will be provided for each. The village green - JF The War memorial – PW The Raleigh federation – RW Stantyway Recreation Ground & Football Club – JF Jubilee Playground – IS The Otterton Cemetery – PW The Village Hall – BS Trees/PROW – Mr Iain Ure Contracts & Finance – RW Defibrillator – Clerk	
7	Outgoing Chair's Report: IS reported that when compared with other villages he visits Otterton is doing well & is a vibrant location. The Events committee with Sarah, Sam is thriving and is providing much needed financial support. Thanks to everyone who contributes to village life.	

Meeting of the Otterton Parish Council minutes

Signed

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8	Reports from District & County Councillors NTR	
9	Receive draft accounts. The 2025 draft accounts were unanimously agreed and will be sent to the internal auditor. Note. It was unanimously agreed that in line with the Annual Governance Accountability Return stipulations an external audit of the Otterton Parish Council finances will not be required and that an internal audit will be provided by Tony Gray.. The audited accounts will be published on the website and Parish notice board with supporting documents.	
10	AOB – None.	

The meeting closed at 7.46