

**Minutes of Swaffham Prior Parish Council Annual Meeting held on
Thursday, 10th May 2012, 7.15pm in the Village Hall.**

Present: Mr John Covill-Chairman (JC), Mr Andrew Camps(AC), Mr Eric Day, Mr Peter Hart-Vice-Chairman(PH), Mr David Almond(DA), Mrs Sandra Gynn(SG), Mr Steve Kent-Phillips, Mr Paul Latchford(PL) & Mr Geoffrey Woollard(GW) plus three members of the public.

The Clerk took the meeting for items 1092, 1093 1094 & 1095

1092. In Attendance:

CCC - Cllr David Brown
ECDC - Cllr Allen Alderson
Karen King - Clerk

1093. Apologies for Absence:

None.

1094. Members' Declaration of Interest for Items on the Agenda:

1095: Election of Chairman & Vice-Chairman:

John Covill was elected as Chairman. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. All in favour.*

John Covill agreed to continue as Chairman for another year and took the Chair for the remainder of the meeting.

Peter Hart was elected as Vice-Chairman. *Proposed G Woollard. Seconded: Paul Latchford. All in favour.*

Peter Hart accepted the nomination as Vice-Chairman.

1096. Confirmation of Parish Council Representatives for Village Committees/Groups:

Village Hall Management Committee: Peter Hart was elected as Parish Council representative. *Proposed: Geoffrey Woollard. Seconded: David Almond.*

Sports & Recreation Committee: Steve Kent-Phillips was elected as Parish Council representative. *Proposed: Geoffrey Woollard. Seconded: Sandra Gynn. All in favour.*

Parochial Charities: John Covill, Eric Day & Andrew Camps. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. All in favour.*

1097. Confirmation of RFO (Responsible Financial Officer) and PCR (Parish Councillor Responsible for Finance):

It was agreed by all that the Clerk would continue as RFO. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart.*

It was agreed by that Steve Kent-Phillips would continue as Parish Councillor Responsible for Finance. *Proposed: Sandra Gynn. Seconded: David Almond.*

Andrew Camps stepped down as Parish Council representative for the Neighbourhood Panel meetings. The Chairman thanked Andrew for his hard work and efforts. Unfortunately there was no one able to take Andrew's place.

The meeting closed at 7.30pm