

**MINUTES TO THE ANNUAL MEETING OF RISTON PARISH COUNCIL  
HELD ON WEDNESDAY 14<sup>TH</sup> MAY 2025 AT 7.30PM, AT VILLAGE HALL, RISTON**

**Present: Councillors; RF Wilson (Chair); M Khuri (Vice); RS Wilson; J Britton; J Aston; P Brown; D France; A Taylor**

**Guests:** Ward Councillor S Whyte

**1. Election of Chairman & Declaration of Acceptance of office**

Proposed Cllr Khuri Seconded Cllr Brown that Cllr RF Wilson be Re-elected as Chairman

**2. Election of Vice Chairman & Declaration of Acceptance of office**

Proposed Cllr France Seconded Cllr RS Wilson that Cllr Khuri be Elected as Vice Chairman

**3. Received apologies:** S Rounding (Clerk) Pre approved; Cllr Fenwick Absent

**4. Declaration of Pecuniary or Non-Pecuniary Interest** – Nothing new to be reported  
(To Record declarations of interest by any member of the Council)

**5. Minutes of Previous 2024 Annual General Meeting**

Proposed Cllr Taylor Seconded Cllr Britton. All agreed

**6. Receive annual report**

- a. **Report for 2024-2025**
- b. **Plans for 2025-2026**

Chair Read annual report, copy of the report is published alongside the minutes.

**7. Committees & Working Groups**

- a. Confirmed membership of the Personnel Committee  
Councillors Britton, Fenwick, RS Wilson, Khuri to remain on the Committee  
(Note that the Chairman and Vice Chairman of Committees will be elected at the first meeting of the Committee, when terms of reference are also agreed)
- b. Confirmed Membership of the Street scene working group  
Councillors RF Wilson, Britton, France, Khuri to remain, with the addition of Cllr Brown, Aston, Taylor
- c. Confirmed Membership of the Events Working Group  
Councillors RF Wilson, Taylor, Fenwick, Khuri to remain

**8. Policies & Procedures**

- a. Confirmation of Standing orders and Financial Regulations  
Proposed Cllr Khuri Seconded Cllr Britton. Resolved

## **9. Finance & Audit Responsibilities**

- a. Confirmation of
  - 1. Bankers – Virgin Money
  - 2. Auditors – Continue to use Elkerlodge Services
  - 3. Bacs/cheque signatories – S Rounding (Clerk/RFO); Cllr RF Wilson; B Fenwick; J Britton

All in agreement to remain the same, Proposed Cllr RS Wilson Seconded Cllr Brown. Resolved

## **10. Confirmation of the Meeting Schedule for 2025-2026**

All in agreement to meet 6 times per year, clerk to circulate dates.

Proposed Cllr RS Wilson Seconded Cllr Britton. Resolved

**Meeting Closed 20:11 – Signed as a True Record**

DRAFT