

**GALLEYWOOD PARISH COUNCIL**

**MINUTES OF THE EXTRAORDINARY COUNCIL MEETING**

**HELD AT THE KEENE HALL – LODGE ROOM – GALLEYWOOD**

**on Tuesday 4 June 2024 at 6.00pm**

**Formal acceptance will take place at the next Full Council Meeting**

**Present:**

Councillors: G Bonnett, A McQuiggan, N Paul, S Troop (Chairman), B Woolward  
In Attendance: Clerk

Prior to the start of the meeting, the Chairman announced that Cllr Richard Hyland had resigned. Thank you was shared by Councillors for his service on the Council.

- FC24-786**

**Apologies and Reasons for Absence**  
**RESOLVED** that an apology for absence be accepted for Cllr(s): J Potter, and G Smith
- FC24-787**

**Declaring of Interests and Dispensations**  
There were none.
- FC24-788**

**Public Participation Session with respect to items on the agenda**  
There were no members of the public.
- FC24-789**

**Confirmation of Minutes**  
**RESOLVED** that the minutes of the meeting held on 16 May 2024 were a true and accurate account were signed by the Chairman.
- FC24-790**

**Annual Governance and Accountability Return 2023/2024 (AGAR)**

a.

Annual Governance Statement  
**RESOLVED** that members approved the Annual Governance Statement for 2023/2024 (Section 1 of the AGAR).

b.

Accounting Statements  
**RESOLVED** that members approved the Annual Governance and Accountability Return for 2023/2024 (Section 2 of the AGAR).

c.

Members noted the Notice of Public Rights and Publication of the unaudited AGAR will be announced on the 10 June 2023.

**FC24-791**

**Notice of Casual Vacancy**  
Members noted that a vacancy had arisen in the office of Parish Councillor by reason of the resignation of Councillor Richard Hyland. A notice had been in place from 23 May 2024 until 12 June 2024 on noticeboards and social media.



**FC24-792 Bank Mandate**

**RESOLVED** that:

- a. Councillor Richard Hyland be removed from all bank accounts.
- b. Councillor Bonnett will be a new signatory on all bank accounts.

**Action:** Clerk to initiate the changes

**FC24-793 Exclusion of the Press and Public**

**RESOLVED** that members exclude the Press and Public from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as the following item contains confidential information.

The clerk left the meeting at 6.15pm

**FC24-794 Personnel Matters**

Members considered the report from the Personnel Committee.

**RESOLVED** that a flexible working request as recommended by the Personnel Committee be accepted for the Clerk. The office will be open to the public 9am - 1pm Monday through to Thursday and closed on a Friday with effect from July 2024.

The next Council Meeting is on Thursday 18 July 2024 at 7pm

There being no further public business to be transacted, the Chairman closed the meeting at 6.55 pm.

Signed Chairman .....

Date:.....

