

**Lower Heyford Parish Council**  
**Annual Meeting of the Parish Council held at 7.00pm Thursday 21st June 2018 in the Church**

**Minutes**

**Present :**

Denise Ball (DB), Lynnette Michalides (LM), Chris Cox , Cathy Fleet

**Apologies :**

James Macnamara, Bruce Eggeling, Emily Daly

**1. To elect a Chairman for the forthcoming year**

DB proposed and BE seconded James Macnamara . James had expressed willingness to serve another term as Chair and he was duly elected.

**2. Chairman to sign Declaration of Acceptance**

The Declaration of Acceptance will be signed at the next meeting.

**3. Apologies for absence**

James Macnamara, Bruce Eggeling and Emily Daly had sent apologies

**4. Declarations of Interests**

There were no declarations of interest

**5. Public participation**

There was no public participation

**6.. To approve and sign the Minutes of the previous meeting held on 18th May 2017**

The minutes of the meeting held on 18th May 2017 were read, agreed to be a true record of the meeting and signed by the Chair.

**7. To elect a Vice-Chairman for the forthcoming year**

CC proposed and LM seconded Denise Ball and she accepted and signed the Declaration of Acceptance witnessed by the Clerk

**8. To appoint the Responsible Financial Officer for the forthcoming year**

DB proposed that Cathy Fleet continue as Responsible Financial Officer and she accepted

The meeting closed at 7.15pm

Signed ..... Chairman, Lower Heyford Parish Council

Dated .....