

# MINUTES OF MEETING



**Parish:** Fenton  
**Meeting title:** Annual General Meeting  
**Date and time:** Monday 24<sup>th</sup> April 2023 at 7.00pm  
**Location:** All Saints Church, Fenton

**Officers**  
'A' denotes absence

Mr Dave Rawlins	Chair
Mr Robert Boulwood	Secretary
Mrs Cathy Metcalfe	Treasurer (A)
Mr Graham Doney	Deputy Secretary

## Attendance

### AGM/01/23 Welcome and Apologies for absence

**Action**

Following the sudden passing of Robert Boulwood it was not possible to retrieve the minutes for the above meeting from his laptop. For the purpose of records, I have produced a summary of the discussions from that meeting  
Mr Boulwood welcomed everyone to the meeting.  
Apologies were received from Cathy Metcalfe, Treasurer, who was unable to attend because of work. It was resolved to accept the apologies as given

### AGM/02/23 Declaration of interest

None

### AGM/03/23 Minutes of the previous meetings

The minutes from the previous meeting were read and agreed

### AGM/04/23 Matters arising

None

### AGM/05/23 Election of the Parish Meeting Chairman

The Chair of a Parish Meeting has to be elected on an annual basis.  
Mr Dave Rawlins was re-elected.

### AGM/06/23 Election of New Parish Meeting Treasurer

The Chair, explained that Cathy Metcalf had tendered her resignation (pressure of work). Volunteers were requested and Mr Ian Taylor put himself forward (The Chair had previously approached Mr Taylor). Mr Taylor was then asked how long he had lived in the village to which he replied 25/26 years; and also what was his background/experience? He explained to those present that he had worked for HSBC for 30 years - inc. 10 years in branches, and the rest in a Head Office function. After discussions and no further questions, (or any other candidates asking to be considered), it was then put to a show of hands. Mr Taylor offered to step outside, as the Chair had done - while his vote took place - but was told that it was not necessary - only needed for the post of 'Chair'. After the show of hands Mr Ian Taylor was elected as Treasurer for Fenton Parish. After his election he explained that he couldn't take over immediately because he would be in Shetland - ferries having been booked earlier in the year, well before a vacancy for Treasurer 'emerged'. A handover date would be agreed subsequently with Cathy Metcalf.

**AGM/07/23 Parish Meeting email addresses (GDPR)**

**GD  
DR  
IT**

Mr Graham Doney spoke about General Data Protection Regulations and that private email addresses should not be used for Parish Meeting business by its Officers. He had already setup email addresses for the clerk and the website contact which were being used He would also setup email addresses for the Chair and Treasurer. The addresses are as follows:

[chair.fentonvillage@gmail.com](mailto:chair.fentonvillage@gmail.com)  
[clerk.fentonvillage@gmail.com](mailto:clerk.fentonvillage@gmail.com)  
[treasurer.fentonvillage@gmail.com](mailto:treasurer.fentonvillage@gmail.com)  
[contact.fentonvillage@gmail.com](mailto:contact.fentonvillage@gmail.com)

Using [fentonvillage](mailto:fentonvillage) email addresses was vindicated following the sad passing of Robert because having setup this address I was able to recover the clerk's account with all the emails. This would not have been possible with a private account.

**AGM/08/23**

**Defibrillator Monthly checks and V.E.T.S**

**GD**

Mr Graham Doney confirmed he would undertake the defibrillator checks and ensure that the registering of those checks was posted on The Circuit, the National Defibrillator Network. He also explained the VETS system, details of which are on the village website and media platforms.

**AGM/09/23**

**Discussion and awarding funds for the Coronation celebrations**

It was decided to award up to £300 for the Coronation celebrations, the same as had been awarded for the Jubilee

**AGM/10/23**

**Clay Pigeon Shoot and "Nuisance Diary Guidance" & "Event Record Sheet"**

The Chair gave an update on the shoot and this was followed by Councillor Penny Milnes explaining and distributing Nuisance Diary Guidance & Event Record Sheets

**AGM/11/23**

**Planning Applications**

Part I – Particulars of application

Application No: S23/0200 Date Registered: 1st February 2023

Applicant: Mr G Fearn Proposal: Conversion of barn to 5(No.) dwellings (comprising 4(No.) smaller dwelling houses and 1(No.) larger dwelling house)

Location: Barn At The Willows Main Street

Decision/Date DETAILS REFUSED 29th March 2023

Reason: The proposed development is contrary to Q.1 g)iii) of Schedule 2,

Part 3, Class Q of The Town and Country Planning (General Permitted Development) (England) Order 2015, the proposed development to convert the existing building to

5no. dwellings does not constitute permitted development, as on the balance of probability, the building is not considered to have been in agricultural use during the period which is 10 years before the date development under Class Q would begin. A planning application would be required.

There being no other business the Meeting was closed

Graham Doney for Robert Boulwood (deceased)

Parish Clerk

Fenton Parish Meeting [clerk.fentonvillage@gmail.com](mailto:clerk.fentonvillage@gmail.com)

Signed D. Rawlins (Chair) Date 25/3/2024