



## Minutes of Annual Meeting of Council Tuesday 12 May 2026 at 8:00 pm

held at

The Pantry, Lynwood Care Centre, Rise Road, Sunninghill, SL5 0FG.

### 1 / 26 Election of the Chair of the Council Welcome

Nominations for the office of Chair of the Council were requested and received for Cllr Morgan and Cllr Hilton.

**RESOLVED:** That Cllr Hilton is elected Chair of the Council for the local government year 2026/27.

Cllr Hilton duly signed the Declaration of Office for Chairman of the Council and commenced the meeting.

### 2 / 26 Attendance and Apologies for absence

**PRESENT:** Cllr Morgan (Chairman), Cllr Buxton, Cllr Coxon, Cllr Curtis, Cllr Evans, Cllr Grover, Cllr Hilton (Vice-Chair), Cllr Newman and Cllr Pike.

**APOLOGIES:** Cllr Penney.

**IN ATTENDANCE:** Natalie Hayes (Clerk/RFO), Mrs S Parker (Officer) and Mr J Rose (Officer).

**PUBLIC:** Two members of the public was present.

### 3 / 26 Disclosure of pecuniary interests and other registerable interests

**RESOLVED:** No disclosable pecuniary interests or other registerable interests were declared.

### 4 / 26 Election of the Vice-Chair of the Council

**RESOLVED:** That Cllr Buxton is elected Vice Chair of the Council for the local government year 2026/27.

### 5 / 26 Appointment of Committee Members

**RESOLVED:** That committee members and leads for focus areas be appointed for the council year May 2026 to April 2027 as shown below:

#### Finance Committee

Cllr Morgan  
Cllr Newman  
Cllr Pike  
Cllr Evans

#### Facilities and Services Committee

Cllr Coxon  
Cllr Curtis  
Cllr Pike  
Cllr Morgan

### **Human Resources Committee**

Cllr Buxton  
Cllr Evans  
Cllr Hilton  
Cllr Coxon

### **Planning Committee**

Cllr Buxton  
Cllr Evans  
Cllr Grover  
Cllr Newman

### **Cemetery Committee**

Cllr Buxton  
Cllr Hilton  
Cllr Newman  
Cllr Evans

### **Focus Areas**

Allotments – Cllr Newman  
Traders – Cllr Pike

The working groups will be discussed as part of the Scheme of Delegation which will be an agenda item at the Full Council meeting on the 16 June 2026.

## **6 / 26 Appointment of Chairs of Standing Committees**

**RESOLVED:** That Chairs of standing committees for the council year May 2025 to April 2026 are:

### **Finance Committee**

Cllr Pike

### **Facilities and Services Committee**

Cllr Morgan

### **Human Resources Committee**

Cllr Evans

### **Planning Committee**

Cllr Buxton

### **Cemetery Committee**

Cllr Buxton

## **7 / 26 Appointment to External Organisations**

**RESOLVED:** That representatives to external organisations be appointed for the council year May 2026 to April 2027 as shown below:

**Traders** - Cllr Pike

**Village Hall Charity** - tbc

**Holy Trinity School** - Cllr Coxon

**Charters School** - Cllr Evans

Mr J Rose advised that he was still investigating the re-establishment of the Local Neighbour Action Group (NAG) and would report back to council.

**8 / 26 Adoption of Governing Council Documents**

**RESOLVED:** That the Standing Orders, Code of Conduct and Financial Regulations were approved.

**TO NOTE:** The Standing Orders, Code of Conduct, Financial Regulations and Scheme of Delegation would be reviewed again at Full Council in June.

**9 / 26 Council and Committee Meeting Schedule 2026 - 2027**

**RESOLVED:** That the calendar of council meetings and committee dates for 2026-2027 be approved.

**TO NOTE:** A change in date for the HR Committee to the 9 June 2026.  
Cllr Pike asked if there should be an additional Finance meeting in June to see the AGAR report before being presented to Full Council on the 16 June 2026.

**10 / 26 Appointment of Internal Auditor 2026-27**

**RESOLVED:** To appoint Mulberry Local Authority Auditing Ltd as the Council's internal auditor for the financial year 2026/27.

**ACTION:** The Clerk would confirm that a quote received from the auditor was within the delegated budget (Min ref: 140/25) .

**11 / 26 Appointment of Councillor to Verify Bank Reconciliations**

**RESOLVED:** To appoint Cllr Hilton to check and sign the monthly bank reconciliations as prepared by the RFO.

**12 / 26 Approval of the Minutes of Full Council held on 21 April 2026**

**RESOLVED:** To approve the minutes of the Full Council held on 21 April 2026.

The meeting started later than scheduled at 8:34pm and closed at 9:55pm.

Signed as a true record of the meeting:

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_