



## HALLOW PARISH COUNCIL

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Chair: Hazel Kemshall

Parish Clerk: Julia Hixson

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**Draft minutes of the ANNUAL PARISH COUNCIL MEETING** OF Hallow Parish Council on  
**Tuesday 6<sup>th</sup> May at 6.45 p.m. at Hallow Parish Hall**

**1. Election of Chair and signing of Declaration of Acceptance of Office.**

Cllr Kemshall was elected as Chair, proposed by Cllr Sylvester, seconded by Cllr Marson and all agreed.

**2. Election of the Vice Chair.**

Cllr Nall was proposed by Cllr Sylvester and seconded by Cllr Marson and all agreed.

The Chair and Vice Chair both signed declarations of acceptance of office

**3. Apologies for Absence.**

Apologies were received from Cllrs Walker and Holmes. The meeting was confirmed as quorate. 3 members of the public were in attendance.

**4. Confirmation of the accuracy of the minutes of the last annual meeting of the Council.**

The minutes were accepted as a true record, proposed by Cllr Kemshall and seconded by Cllr Sylvester.

**5. Declarations of Interest.**

Register of Interests: Councillors are reminded of the legal requirement to submit new register of interest declarations to Malvern Hills District Council (forms to be circulated to each Member).

Cllrs were asked to complete new forms where there had been any change in their circumstances affecting declarations of interest. The Clerk will upload to MHDC and the web site.

**6. Allocation of Councillors responsibilities.**

Cllrs agreed to the following allocations of responsibilities: Cllr Nall – allotments and street furniture; Cllr Shelton-Smith – Cricket; Cllr Marson – Planning and Pavilion ; Cllr Grange – Sport and Youth; Cllr Sylvester – Play areas; Cllr Walker – Sport and Pavilion; Cllr Ambury finance and scrutiny; Cllr Holmes – footpath warden; Cllr Kemshall –Pavilion.

**Meeting closed 7.02pm**