**MINUTES OF EGM HELD ON 19TH JUNE 2023**

**Apologies**

Apologies were received from Hilary Witt, Christine Descombes, Jenny and Tony Dartnell, Merle Cattermole and Liffy Reeves

**Attendance**

There were 12 members of the Parish in attendance

**Parish Cotttage Lease**

The Chair read a letter from the current tenants expressing their happiness with the cottage and their wish to stay on when the lease expires in July 2023.

The Chair highlighted the principal reasons for wanting to tidy up the lease, as outlined in the note circulated with the Notice of the EGM and Agenda (The Note). The debate was opened to the Meeting and after some discussion

**It was resolved that:-**

1. **the wooded area to the west of the Cottage be brought formally into the lease.**
2. **the Land Registry Plan, showing the area subject to the Lease marked in red and the Mary Page land used to access the cottage marked in Green, be attached to the Lease.**
3. **a covenant be included in the lease requiring the Tenant to maintain the wooded area, in addition to the Cottage garden.**

It was further agreed that the Tenant be asked to cut and maintain the boundary hedges and also be required to obtain the consent of the Cottage Oversight Committee to plant any new trees in the wooded area, so as to ensure that the trees are appropriate to the locality and that there is no overcrowding.

It was also agreed that the tenants could, at their own expense, fence in the wooded area, as previously agreed, with a contribution of £150 from the Parish Meeting to the cost of materials.

**Cottage Oversight Committee**

The Chair highlighted, in accordance with The Note, the reasons for dissolving the old committee and instituting a new committee and agreeing new Terms of Reference. The Chair confirmed that MDT would not be standing for the new committee so as to avoid any conflict with his role as Treasurer to the Parish Meeting. The debate was then opened to the Meeting.

There was some discussion about whether to increase the financial limits on the Committee but after discussion it was agreed to maintain these at £3,000 for individual items with a total maximum spend in any one year of £6,000. It was agreed that these figures could be revisited at the AGM if necessary.

It was agreed that the Terms of Reference be amended to include a requirement for the Committee to agree to any new tenants proposed by the agents and for the Committee to approve any action proposed to be taken against the tenants arising from the terms of the Lease.

**RESOLUTIONS**

1. **That the old Cottage Committee be formally dissolved**

**Proposed: Mike W Seconded: Neil Margereson Vote: Unanimous**

1. **That a new Cottage Oversight Committee be constituted subject to the Terms of Reference agreed at the Meeting, signed by the Chair and annexed to these Minutes**

**Proposed: Mike W Seconded: Alan C Unanimous**

1. **That the following be elected to the Committee in addition to the Chair**

**Mike Wyllie Proposed: Colin Myram Seconded: Alan Clarke Unanimous**

**Jake W Proposed: David O’R Seconded: Mike W Unanimous**

**Christine D Proposed: Kathy B Seconded David O’R Unanimous**

**The Replacement Shed**

The position was outlined by the Chair, in accordance with The Note. After some debate it was agreed that the Oversight Committee should get the advice of a planning consultant (possible Mike McConnell who had advised on the Cottage works and was familiar with both planning and Listed Building Consent restrictions) to identify whether there are any issues relating to the shed and, if so, how best these can be resolved with minimum disruption. The costs of the planning advice to come from the Cottage budget.

It was agreed that the electricity connection need not be discussed at this point. It was also noted that for insurance purposes the NFU need to be notified of the dimensions, construction etc of the shed in due course

It was agreed that the Chair would raise with the tenants the possible need to regularise any planning issues with the shed when discussing the incorporation of the wooded area into the lease and the fact that there would be no rent increase if the tenants were to renew for another year.

This course of action was endorsed, save by David J, who abstained.

Finally, MDT confirmed that

the internal audit has been completed without issue

The Exemption Certificate has been submitted

The Annual Governance and Accountability Return will be posted on the website.

There being no other business the Meeting closed at 8.10 pm