

**MINUTES OF THE ANNUAL MEETING OF BUSBRIDGE PARISH COUNCIL  
HELD AT CLOCK BARN HALL, HAMBLETON ROAD, BUSBRIDGE  
ON TUESDAY 17<sup>th</sup> May 2016**

The meeting was opened at 6pm

**Present:**

Mr John Graves , Chairman  
Mrs Pippa English, Vice Chair  
Mrs Maxine Long  
Dr Alison Martin  
Mrs Hilary Westwood

Mr Richard Seaborne – Waverley Borough Councillor

Mr Martin Read

Mr Michael Dennett , Parish Clerk

1

**APOLOGIES FOR ABSENCE**

None

2

**ELECTION OF CHAIRMAN**

John Graves was re-elected Chairman of Busbridge Parish Council,  
Proposed by Maxine Long and seconded by Hilary Westwood.

3

**ELECTION OF VICE CHAIRMAN**

Philippa English was re-elected as Vice Chairman of Busbridge Parish  
Council, proposed by John Graves and seconded by Alison Martin.

4

**DECLARATION OF ACCEPTANCE OF OFFICE**

Both the Chairman and Vice Chairman completed their Declarations of  
Acceptance of Office and these were received by the Clerk.

5

**COUNCILLORS' RESPONSIBILITIES**

Councillors' responsibilities were confirmed as follows:

Leithfield Park : Philippa English and Hilary Westwood

Footpaths: Philippa English

Public Transport: John Graves with liaison Hambledon Parish Council

Website: All Councillors

Milford Hospital: John Graves

Milford Hospital: John Graves

Finance: Alison Martin

Winkworth Arboretum ; Alison Martin

Cheshire Home : Maxine Long

Neighbourhood Plan : John Graves

6 The Annual Meeting was immediately followed by the ordinary meeting of Busbridge Parish council.