

**Minutes of Hart Parish Council Annual Meeting  
held at 6.45pm on Monday 12<sup>th</sup> May 2025 in Hart Village Hall**

**Present:** Councillors John Littlefair, Tom Britcliffe, Keith Brown, Stuart Brookes, Joanne Quarmby

**In Attendance:** Fiona Ford – Clerk, Ward Councillor Rob Darby

*It was noted that Keith Park had sadly passed away; a one-minute silence was held to remember him.*

**1. Election of Chair and Vice Chair**

Councillor John Littlefair was elected as the Chair and signed the Declaration of Office. Councillor Tom Britcliffe was elected as the Vice Chair and signed the Declaration of Office.

**2. Declaration of Interest**

There were no Declarations of Interest.

**3. Apologies**

Apologies were submitted and accepted from Councillor Aaron Roy.

**4. Representation at Committees**

Hart Village Hall Committee - Councillor Littlefair to represent the Parish Council at the monthly meetings.

**5. Asset Register**

The Asset Register was circulated and it was agreed to add the church car park sign to the list of Assets.

**6. Risk Register**

The risk register was circulated and agreed.

**7. Appointment of Internal Auditor**

Councillor Britcliffe to look into someone suitably competent to undertake the role.

*Meeting closed at 7.00 pm*

*Signature* \_\_\_\_\_