## MINUTES

 **SUTTON ANNUAL PARISH ASSEMBLY MEETING**

##  CROWSTONE PREP SCHOOL, FLEET HALL LANE, SHOPLAND ROAD, ROCHFORD, SS4 1LH.

## ON SATURDAY 24th MAY 2025

 **at 10. am.**

**1. Chairman's opening remarks:** 10.03 am.The SPC chairman for 2024-2025 Councillor Mr R Gaylor, welcomed all persons to the Annual Sutton Parish

Assembly Meeting.

**2. To Record the persons present:**

Councillor Mr R Gaylor (Chairman).

 Councillors: Mr N Andrews, Mr R Cann, Mrs A Coutts and Mrs C Lines.

 Ward/Essex Councillors: None

 Ward Councillor None

 Members of the Public: Mr and Mrs Vidlier

 The Clerk: Mr B Summerfield.

**3. Apologies for absence.**

 Ward Councillors: Ms A and Mr M Steptoe and Mr A Williams.

**4. Minutes of the Meeting of 11th May 2024.**

 The Minutes were read and resolved to be agreed.

 Proposed by Councillors: Mr N Andrews, seconded by Mr R Gaylor and agreed by all.

 The Chairman duly signed the minutes as a correct record.

**5. Chairman’s Annual Report.**

Councillor Mr R Gaylor welcomed all person attending and thanked the members of Sutton Parish Council

for their support over this last year whilst noting the demise of our late Chairman Councillor Mr Charles Tabor and

recorded his recent funeral and burial at Sutton All Saints Church, Sutton.

**6. Statement of Balance of Accounts for the year ending 31st March 2024.**

Metro Bank Current: £ 7,479.94 (31th March 2025).

**7. Visiting Guests, Ward/County Councillors and Questions from the Public.**

None

**8. Date, Time and Place of the next Annual Parish Meeting.**

**Agreed: TBA MAY 2026**

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There being no further business the Chairman closed the meeting at 10-12 am.

**Draft. Mr B Summerfield Sutton Parish Clerk/RFO.**