

ULEY PARISH COUNCIL

Clerk: Adam Biscoe.
Email: clerk@uleyparishcouncil.gov.uk.

Minutes of the **Uley Parish Council** Annual General Meeting held on Wednesday 10 April 2025 commencing at 6.20pm. The meeting was held in the Uley Village Hall, The Street, Uley.

PRESENT: Cllr. Melanie Paraskeva (Chair), Cllr. Jo Dee, Cllr. Tony Mills, Cllr. Juliet Browne, Cllr Sean Sage, Cllr Geoff Keen, Cllr Tracy Mason-Fayle.

IN ATTENDANCE: Adam Biscoe (Parish Clerk), two Members of the Public.

1. Election of Chair

Cllr Melanie Paraskeva stepped down and the Clerk took the chair for the election of a new Chair.

Cllr. Melanie Paraskeva was proposed by Cllr. Tony Mills and seconded by Cllr. Jo Dee
Cllr. Melanie Paraskeva was unanimously elected Chair.

2. Election of Vice Chair

Cllr. Browne was proposed by Cllr. Tony Mills and seconded by Cllr. Jo Dee. Cllr. Juliet Browne was unanimously elected as Vice-Chair.

The Clerk stood down as Chair and Cllr. Melanie Paraskeva resumed the Chair.

3. Receive Declaration of Interest

There were no updates to Members Register of Interest.

4. Minutes of the last meeting

These were unanimously AGREED as a correct record.

5. Standing Orders Review

The Standing Orders were last reviewed by the Council in May 2024. It was agreed that the new Clerk should review the Standing Orders as he undertook CiLCA training in Summer / Autumn 2025. **ACTION:** Clerk to submit a review of the Standing Orders to the October 2025 Parish Council meeting.

6. Financial Regulations Review

It was agreed that the Clerk should review the Financial Regulations and Risk Register as he undertook CiLCA training in Summer / Autumn 2025. **ACTION:** Clerk to review the Financial Regulations and Risk Register by October 2025.

7. Review Councillor Appointment of Representatives.

The following were agreed:

Allotments – Cllr. Melanie Paraskeva

Bus Service – Cllr. Geoff Keen
 Crime – Cllr .Jo Dee
 Footpaths – Bill Bramley (resident volunteer)
 Millennium Green – Cllr. Jo Dee
 Newsletter Editor – Angela Jones (resident volunteer)
 Newsletter Proofreader - Janet Wood (resident volunteer).
 Press Officer – Adam Biscoe (Clerk)
 Responsible Financial Officer – Adam Biscoe (Clerk)
 Snow/Flood Warden – Cllr. Juliet Browne & Cllr. Sean Sage.
 Uley Playing Fields – Cllr. Jo Dee,
 Uley Society – Cllr. Geoff Keen
 Village Hall – Cllr. Tracy Mason-Fayle & Cllr Geoff Keen.
 Village Shop – Cllr. Sean Sage.
 Website – David Lungley (resident volunteer) & Cllr Tony Mills.
 Patients Participation Group – Cllr. Tracy Mason-Fayle & Janet Wood (resident volunteer)
 School Liaison – Cllr. Melanie Paraskeva
 Tree Warden – Cllr. Juliet Browne
 Playground – Cllr. Sean Sage & Cllr. Tony Mills
 Finance – Cllr. Juliet Browne, Cllr. Tony Mills and Adam Biscoe (Clerk)
 Grants – Cllr. Juliet Browne & Cllr. Tony Mills
 Road Safety – Cllr. Geoff Keen
 Prema Arts Centre – Cllr. Melanie Paraskeva
 Snow and Floods warden – Cllr. Juliet Browne and Cllr. Sean Sage.
 Dursley United Charity – David Lungley
 Internal Council Audit – J-Bookkeeping
 Planning Coordinator – Cllr. Sean Sage

8. Any Other Business

- a. It was unanimously **AGREED** that Minutes of the AGM should be considered at the next available Parish Council Meeting and posted to the website.
ACTION: Clerk to add AGM Minutes to the agenda of the May 2025 Parish Council Meeting.
- b. It was unanimously **AGREED** that UPC Standing Orders should be posted to the website. **ACTION:** Clerk to ask David Lungley to post UPC Standing Orders to the website.
- c. Draft minutes of the Uley Annual Meeting. It was noted that no minutes were taken of this meeting because it is a public forum.

ACTIONS

What	Who	When	
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Clerk to submit a review of the Standing Orders to the October 2025 Parish Council meeting.	Clerk	25 September 2025	
Clerk to review the Financial Regulations and Risk Register by October 2025.	Clerk	25 September 2025	

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Chair of the Parish Council

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Date