

**Present:** Cllrs Barwick, Cook, Munson, Scott, Smith

**In the Chair:** Cllr Dent

**Clerk:** Michelle Curtis

**Also present** Mr P Cook and Mrs J Peel

**1. Chairman welcome**

The Chairman welcomed everyone to the meeting.

**2. Apologies for Absence**

There were apologies for absence from Cllr Birkin.

**3. Declarations of Interest**

There were no Disclosable Pecuniary, Pecuniary or Non-Pecuniary declarations of interest declared.

**4. Resignation of Chairman**

Cllr Dent had circulated his letter of resignation from his role of Chairman for Tolleshunt D'Arcy Parish Council.

Councillors accepted the resignation letter and Cllr Dent stood down from his role of Chairman with immediate effect.

Cllr Munson thanked Cllr Dent, on behalf of the Parish Council, for his valued contribution whilst in his role as Chairman.

**5. Election of Chairman**

Cllr Dent nominated Cllr Smith of Tolleshunt D'Arcy Parish Council to be Chairman for the remaining municipal year. Cllr Munson seconded this nomination. The nomination was agreed unanimously. Cllr Smith was **declared** to be Chairman for Tolleshunt D'Arcy Parish Council for remaining municipal year.

Cllr Smith took the Chair.

**6. Appointment of Clerk**

**Resolved:** to ratify the appointment of Michelle Curtis to the position of Parish Clerk for Tolleshunt D'Arcy Parish Council. Michelle's appointment commenced on 15<sup>th</sup> April 2017. Proposed Cllr Munson, seconded Cllr Dent and unanimously agreed.

**7. Laptop**

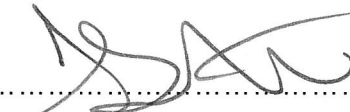
**Resolved:** to purchase a laptop for up to £380.00 plus associated software.

**Action:** Cllr Smith to source the laptop.

**8. Date of the next Meeting**

The next Parish Council meeting will be held on:  
Tuesday 25<sup>th</sup> April 2017 – Full Council Meeting (7.30pm)

The Chairman closed the meeting at 7.11pm.

Signed.....

Date:.....25 April 2017