Minutes of the Annual Meeting of Bourne Town Council held on Tuesday 19th May 2026, 7pm at the Methodist Church Hall, Abbey Road, Bourne.

Present: Cllr P Fellows

Councillors	H Crawford	B Johnson	R McKinney
	C Pattison	B Baricz Hughes	

(Recorded by Deputy Clerk)

The outgoing Chair welcomed members of the Council and the public to the Annual Meeting of Bourne Town Council.

26/001 To Elect the Chair/Town Mayor for the year 2026/27:

Cllr C Pattison proposed Councillor P Fellows as Chair for the year 2026/27
Cllr H Crawford seconded the proposal with the position uncontested, and unanimously.

RESOLVED: For Councillor P Fellows, who agreed to accept the position, to be chair for the year 2026/27.

a) Retiring Chairs remarks – Cllr C Pattison stated what a pleasure and honour it has been to represent Bourne throughout the year. Attending numerous functions and meeting so many wonderful and interesting people.

b) At this point Cllr P Fellows took the Chair.

Cllr P Fellows stated that it was an honour to be elected as mayor again and thanked Cllr C Pattison for the wonderful work he has done, and the phenomenal number of monies raised for his charities.

26/002 To Elect the Vice-Chair

Proposed by Cllr C Pattison, seconded by Cllr R McKinney
RESOLVED: For Councillor H Crawford, who agreed to accept the position, to be Vice-Chair for the year 2026/27.

26/003 To receive/approve reasons for Apologies for Absence.

Proposed by Cllr B Johnson, seconded by Cllr B Baricz Hughes and unanimously.
RESOLVED: To receive/approve reasons for Apologies for Absence
Cllrs N Oglesbee, Z Lane, J Brough

26/004 To receive Declarations of Interest in accordance with the LGA 2000

None declared

26/005 To ask if members of the public, resident or employed within this Parish, Have any intention to speak under any Agenda items of this meeting

None wished to speak.

26/006 To adopt the Notes of the Meeting held on 28th April 2026 as a true record and for the Chairman to sign them

Proposed by Cllr B Johnson, seconded by Cllr C Pattison and unanimously.
RESOLVED: To adopt the Notes of the Meeting held on 28th April 2026 as a true record and for the Chairman to sign them.

26/007 To appoint the Chair's for the Standing Committees for 2026/2027

Amenities Committee
Proposed by Cllr P Fellows, seconded by Cllr B Johnson, uncontested and unanimously.
RESOLVED: Cllr C Pattison to be Chair of the above Committee, which he graciously accepted.

Finance Committee
Proposed by Cllr B Johnson, seconded by Cllr H Crwaford, uncontested and unanimously.
RESOLVED: Cllr R Mckinney to be Chair of the above Committee, which he graciously accepted.

Highways & Planning Committee
Proposed by Cllr P Fellows, seconded by Cllr H Crawford, uncontested and unanimously.
RESOLVED: Cllr B Johnson to be Chair of the above Committee, which she graciously accepted.

26/008 To appoint the members for the Human Resources & Governance Committee for 2026/27. 5 members - structure is Chair of F&GP plus 4 others; both genders to be represented)
(Chair & Vice Chair to be appointed by the committee at its first meeting as per its Terms of Reference)

The Deputy Clerk explained that this committee is to be made up of the Chair of Finance plus 4 others and that the formed committee then appoint their own Chair and Vice Chair at their first meeting.

Cllr B Johnson
Proposed by Cllr P Fellows, seconded by Cllr R McKinney
Cllr R McKinney
Proposed by Cllr H Crawford, seconded by Cllr B Johnson
Cllr J Brough
Proposed by Cllr P Fellows, seconded by Cllr H Crawford

RESOLVED: To appoint the above members as members of the Human Resources & Governance Committee.

26/009 To appoint two members to the Dyke Village Hall Committee.

Proposed by Cllr R McKinney, seconded by Cllr B Johnson and unanimously
RESOLVED: To appoint Cllr N Oglesbee & Cllr B Johnson to the Dyke Village Hall Committee.

26/010 To discuss diary dates for the year 2026/27

Members agreed to keep Full Council meeting as are – subject to change.

26/011 Annual audit for the year ending 31 March 2026

a) To complete Section 1 of the Annual Return – The Annual Governance Statement
Having discussed each individual point on the statement it was
Proposed Cllr R McKinney, seconded by Cllr P Fellows and unanimously
RESOLVED: To answer every part, 1-9 with YES and the Chair to sign.

b) To approve the Statement of Accounts (Section 2) and accompanying explanation a supporting documents as presented (including Bank Reconciliation)

Proposed by Cllr R McKinney, seconded by Cllr P Fellows and unanimously.
RESOLVED: To approve section 2 of the annual return form as presented and the Chair to sign.

c) To approve the Internal Auditor's Report in Section 4 and separate statement.

Proposed by Cllr R McKinney, Seconded by Cllr P Fellows and unanimously.
RESOLVED: Approve the Internal Auditor's Report in Section 4

d) To approve the payment of the Internal Auditor's fee for the work carried out in accordance with the council's guidelines and contract.

Proposed by Cllr R McKinney, seconded by Cllr P Fellows and unanimously.
RESOLVED: To approve the payment of the Internal Auditor's fee

26/012 To receive and approve the insurance quotation for the year 2026/27

Proposed by Cllr H Crawford, seconded by Cllr B Johnson and unanimously.
RESOLVED: To approve the insurance quotation for the year 2026/27

26/013 To discuss any information which the Chairman may legally bring to the council's attention.

Due to there being no further items to discuss the Chair brought the meeting to a close at 19:45hrs.