

BECKINGTON PARISH COUNCIL

(www.beckingtonparishcouncil.org.uk)

Clerk: Mr Simon Pritchard
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Minutes of the **ANNUAL COUNCIL MEETING** held at Beckington Memorial Hall on **TUESDAY 16th MAY 2017** at 6:00pm

Present: Councillors; Ms S Brooke, Mrs E Wright, Ms J Beresford, Mrs P Fox, Mr J Rider and Mr M Wilson (Chairman).

In attendance: Simon Pritchard (Parish Clerk)

Public Participation – No Members of Public were in attendances.

ACM1 – Election of Parish Council Chairman for the Municipal Year 2017/18

Cllr Fox Proposed: Cllr Wilson, Seconded by Cllr Rider. There were no other nominations and Cllr Wilson was elected unanimously

ACM2 – Election of Parish Council Vice-Chairman for the Municipal Year 2017/18

Cllr Brooke Proposed: Cllr Fox, Seconded by Cllr Wright. There were no other nominations and Cllr Fox was elected unanimously

ACM3 - Apologies for absence – None

ACM4 - Declarations of interest – There were none

ACM5 - Adoption of previous Annual Council Meeting minutes – The Clerk reported that as far as he could tell, no Annual Meeting was held in May last year.

ACM6 - Bank Reconciliation for the year ending March 31st 2017 – This was received and noted by the Council

ACM7 – Appointment of Members to Special Roles / Portfolios:

- A. **Planning & Development** – Cllr Brooke
- B. **Finance** – Cllr Beresford
- C. **Footpaths** – Cllr Wright
- D. **Highways** – Cllr Wilson (Leaving Local environment (Litter) for the new member).
- E. **Rudge Rep** – Cllr Wright
- F. **Standerwick Rep** – Cllr Brooke
- G. **Charities** – Cllr Beresford
- H. **Beckington Memorial Hall Rep** – Cllr Wilson

ACM8 - Calendar of Meetings for the Municipal Year 2017/18 – The Clerks report was agreed and so the Council will be returning the monthly meetings to the second Tuesday in the month.

ACM9 – Internal Audit Report 2016/17

Members had been circulated the internal auditor's comments report, but not the 'tick box' form that also forms part of the report, Members felt that they should have been provided with both bits of information and one without the other didn't make much sense.

Members felt that most of the internal auditor's concerns / comments could be addressed and that the Council should have been afforded that chance before the final report was written.

The Council appointed Cllr Beresford to liaise directly with the internal auditor to address some of the issues raised in the report.

Adoption of the report was therefore put off until the next Council meeting.

The Clerk advised that this would mean missing the deadline as to when the Council should be submitting the paperwork for external audit and this could have possible financial implications.

ACM10 – Annual Governance Statement

This was put forward to the next meeting

ACM11 – Accounting Statement

This was put forward to the next meeting

ACM12 - Appointment of Back Signatories

The Clerk advised that he would like two more Councillors to become bank signatories to join the Clerk and Cllr Wright. It was agreed to add Cllr Beresford as a signatory.

ACM13 – To Approve the Assets List

A list that was marked as being from 'June 2015' was circulated. Members identified that 2 grit bins and a bench were missing. It was also noted that the photocopier had been purchased from the Council by the former Clerk so needed removing. The Clerk will return the updated list to the next meeting.

ACM14 – Clerk's Salary Payment

Members were not sure of the advantages / disadvantages of paying the Clerk by standing order and wanted more time to consider it. Cllr Beresford was asked to look at the matter and report back to council.

N.B. because of this the Clerks Salary payment for April was made by Cheque (nos: 812 & 813)

ACM15 – Annual Insurance Premium

Payment of £303.64 for one year was approved

The meeting closed at 18:50

Signed: _____ Date: _____