

Bilsdale Midcable Parish Council

Draft Minutes of Annual General Meeting held 3rd November 2021 – Chop Gate Village Hall

Present: Cllrs M Bowes, J Smith, F Auffret and M Roberts.

In attendance: Clerk C Goodall, Robert Stanton, Clive Marsh, Pearl Johnson and Ian Johnson.

1. Apologies for absence received from Parish Councillor I Brass, County Cllr B Griffiths and District Cllr R Kirk
2. Newly appointed Parish Councillor Marc Roberts signed his declaration.
3. The new Parish Councillor was formally introduced to everyone and Robert Stanton, the internal auditor, was also introduced to the room.
4. After discussions it was agreed that formal notices arising from the AGM would be put on the website by Sunday 7th November and the 30 days notice for public access would commence on Monday 8th November.
5. The closing accounts for the financial year 2020-21 including the bank reconciliation and a table of receipts and payments were reviewed and approved.
6. Bob Stanton gave an internal audit review explaining the process followed by himself and the areas covered within the audit. The Parish Councillors passed on their thanks and gratitude for Bobs time, knowledge and expertise.
7. The Certificate of Exemption was reviewed, approved, and completed by the Chair and signed by the Clerk.
8. The Annual Governance statement was reviewed and approved.
9. The Annual Accounting statement was reviewed and approved.
10. The Explanation of variances was discussed, reviewed, and agreed.
11. The Governance documents which include Standing orders and Financial Regulations were reviewed and approved. The Risk Assessment, Asset Register and Grievance and Disciplinary Policies were approved in September. Bob Stanton approved and signed the Annual Internal Audit Report

C Goodall
Clerk to Bilsdale Midcable Parish Council