

Alderminster Parish Council

Annual Meeting of the Parish Council

Wednesday 13th May 2020
Remote Zoom Meeting 6.00 pm

Present: Cllr Karen Jones (Chairman)

Cllr Mark Meadows

Cllr John Melville

Cllr Sherry McGinn

Cllr Michael White

Mrs M Norman (Parish Clerk and Responsible Financial Officer)

Also present: Cllr Penny-Anne O'Donnell. There were no members of the public present.

1	Election of Chairman: Cllr Karen Jones was unanimously elected Chairman of the Parish Council.
2	Apologies: There were no apologies for absence.
3	Declaration of interests There were no declarations of interests.
4	Declaration of acceptance of office: The Chairman declared her acceptance of office as Chairman. The form would be signed the following day in the presence of the Clerk.
5	Minutes of the previous meetings: The minutes of the meeting of the 18 th March 2020 were unanimously agreed as an accurate record. It was agreed that these would be signed by the Chairman the following day.
6	Annual Governance and Accountability Return part 2: <ul style="list-style-type: none">a) The Council received and approved the internal auditor's reportb) The Council approved the Annual Governance Statement and agreed that the statement would be signed by the Chairman the following day.c) The Council approved the Accounting Statements and agreed that the statement would be signed by the Chairman the following day.d) The Council certified that Alderminster Parish Council was exempt from submitting and Annual Governance and Accountability Return to the external auditor.

7	<p>Review of Financial Regulations: The Council reviewed the Financial Regulations and resolved to defer resolution of this item till a later meeting. The clerk would advise whether any changes to the Regulations were necessary as a result of holding remote meetings.</p>	
8	<p>Review of Standing Orders: The Council reviewed the Standing Orders and agreed that no amendments were necessary.</p>	
9	<p>Planning applications: The Council noted the following application: i) 20/00700/COUM Eversfield, Alderminster: change of use of ground floor from A1 retail to a single flat; associated building works. Application withdrawn.</p>	
10	<p>Accounts for payments and finance matters: The following payments were approved and authorised: i) WALC (annual subscription) - £235.00 ii) Came & Co (insurance) - £218.00 iii) Clerk's salary - £** iv) Information Commissioner (Data Protection) - £40.00</p> <p>The supporting documentation would be signed by the Chairman the following day.</p>	
11	<p>Correspondence: Correspondence received had all been posted on the website.</p>	
12	<p>Close of meeting: The meeting closed at 6.51pm.</p> <p>The next meeting of the Parish Council will take place remotely on 3rd June 2020 at 6.00 pm.</p>	





