

STOWEY SUTTON PARISH COUNCIL

Minutes of the Parish Council AGM meeting held at

7.30pm on Wednesday 15th May 2019, The Methodist Church Hall (formerly known as The Link), Bishop Sutton

www.stoweysuttonpc.org

Present: Councillors K Betton (Chairman), H Clewett (Vice Chair), M Arnold, E Balmforth, E Daly, L Kingston And J Knibbs,

Clerk: J Bryant

018/19-20 **Apologies for absence**

Apologies received and accepted from District Cllr Karen Warrington.

019/19-20 **Declaration of Interest**

None

020/19-20 **Confirmation of Minutes**

The minutes of the Annual Meeting of the Parish Council held on 2nd May 2018 were approved.

021/19-20 **Elections and Declarations of Acceptance of Office**

The Election in the Parish of Stowey Sutton was uncontested. Declarations of Acceptance of Office were signed by Cllrs Arnold, Betton, Balmforth, Clewett, Daly, Kingston, and Knibbs in the presence of the Proper Officer of the Parish Council.

022/19-20 **Election of Chairman**

RESOLVED that Cllr Betton was appointed Chairman for the municipal year. All present in favour.

023/19-20 **Election of Vice Chair**

RESOLVED that Cllr Clewett was appointed Vice Chair for the municipal year. All present in favour.

024/19-20 **Working Parties Review and Membership**

The Chairman provided a report on working parties and membership.

RESOLVED that:

- i. the HR Working Party is retained.
- ii. Cllrs Betton, Clewett, Balmforth and Daly were appointed to the HR Working Party.
- iii. the Finance Working Party is retained to support the role of the RFO.
- iv. Cllrs Betton, Knibbs, Daly and Balmforth were appointed to the Finance Working Party.
- v. The Public Engagement Working Party is retained.
- vi. Cllrs Clewett, Daly, Arnold, and Kingston were appointed to the Public Engagement Working Party
- vii. The Community Run Library Sub Committee is retained
- viii. Cllrs of the Public Engagement Working Party were appointed to the Sub Committee
- ix. LCPAS remain appointed as DPO.

025/19-20 **Representative on Parish Councils Airport Association**

RESOLVED that: Cllr Clewett and Cllr Daly were re-appointed to act as the Parish Council representatives on the PCAA (Parish Councils Airport Association).

026/19-20 **Representative on John Tegg's Educational Foundation**

RESOLVED that: Cllr Balmforth was re-appointed to act as the Parish Council representative on John Tegg's Educational Foundation.

027/19-20 **Representative on Youth Provision Cluster Group**

RESOLVED that: Cllr Clewett was appointed to act as the Parish Council representative with the support of the Clerk.

028/19-20 **Finance Review**

- i. The 2018/19 year-end finances were received.
 - a. The Annual Governance Statement to be completed with the internal auditor on 4th June 2019.
 - b. The Annual Accounting Statement to be completed with the internal auditor on 4th June 2019.
 - c. Precept and budget for 2018/19 was confirmed.
 - d. The bank reconciliation for year end 31 March 2019 was also noted.

029/19-20 **Standing Orders, Financial Regulations and Procurement Policy**

Adopted Policies confirmed:

- i. The Crime and Disorder Act 1988 (especially section 17)

- ii. The Data Protection Act 2018 (especially section 18)
- iii. The Freedom of Information Act 2000 (especially section 19)
- iv. The Natural Environment & Rural Communities Act 2006 (especially section 40)
- v. The Equalities Act 2010

030/19-20

Appointment of Internal Auditor

RESOLVED that: Ian Dagger be re-appointed as Internal Auditor for 2019/2020.

031/19-20

Date of next meeting

The next AGM will take place on Wednesday 6th May 2020.