

Elwick Parish Council

Minutes of Annual Meeting held at 7.00pm on Monday 28 May 2012 at St. Peter's C of E School, Elwick

Present: Cllrs. C. Banks, P. Hutchinson, J. Londesbrough, R. Musgrave, L. Parks, R. Thompson; Parish Clerk M. West (in the chair for items 1 and 2).

Also present: Mrs. J. Banks (Acting Clerk).

No apologies were received.

1. **Minutes** of the previous Annual Meeting were agreed.
2. **Election of Chair:** C. Banks was nominated by J. Londesbrough, seconded by R. Musgrave and elected unanimously.
3. **Election of Vice Chair:** P. Hutchinson was nominated by C. Banks, seconded by R. Musgrave and elected unanimously.
4. **Election of Planning Sub-Committee:** It was unanimously agreed that the current members be re-appointed: C. Banks, P. Hutchinson and J. Londesbrough.
5. **Financial Report:** Presented by the Acting Parish Clerk, Mrs. J. Banks, as the Clerk had been absent for several months due to sickness. A statement of financial transactions for the year had been circulated in advance. These show a balance of £ 11,112 as at the end of the financial year, although there yet remained consideration of the remuneration of the Clerk for 2011, and the figures include donations for the bus service.
6. **Acceptance of Financial Report:** Following a brief discussion of the Financial Report, L. Parks moved acceptance, seconded by P. Hutchinson, and agreed by all.
7. **Auditing of Accounts:** The Acting Parish Clerk had completed and submitted the formal Accounts to the internal auditor, P. Olsen. The accounts had been more complex this year due to the many transactions related to fundraising in support of the local bus service. Mr. Olsen had approved the accounts, and these would be forwarded to the Borough Council once accepted by the AGM. R. Musgrave moved the acceptance of the accounts, seconded by P. Hutchinson and agreed by all.

Councillors warmly thanked Mrs. Banks for her exemplary work in undertaking the role of Acting Clerk in the unexpected long absence of the Clerk, and in particular in her handling of the complex financial transactions relating to the bus, in the latter part of the year.

The Meeting closed at 7.15 pm.