

Elwick Parish Council

Minutes of the Annual Meeting held at 7.00pm on Monday 1st June 2015 at Elwick School

Present: Cllrs J Hall, P Hutchinson, B Irving, R Musgrave, H Thompson, R Thompson, A Waugh. Mr C Banks in the Chair for items 1-4. Cllr H Thompson acting as Parish Clerk due to illness of Parish Clerk M West.

1. **Apologies:** M West (Parish Clerk), B Loynes (Ward Cllr)
2. **Minutes** of the previous AGM, held 2nd June 2014 were agreed as a true record.
3. **Election of Chair:** Mr P Hutchinson was nominated by H Thompson, seconded by R Musgrave and elected unanimously.
4. **Election of Vice-chair:** H Thompson was nominated by R Musgrave, seconded by B Irving and elected unanimously.

Mr C Banks handed over the Chair to newly-elected Chair, Cllr P Hutchinson, who thanked Mr Banks for chairing the first part of the meeting in the absence of the Parish Clerk.

5. **Election of Maintenance sub-committee:** The three members of the sub-committee, J Hall, R Musgrave and B Irving agreed to stand again and were elected unanimously. As R Musgrave cannot give as much time to the committee as the others, J Hall proposed that A Waugh also join the committee. R Musgrave seconded this and it was agreed unanimously. The committee will elect a leader.
6. **End of Year Accounts:** A statement of financial transactions for the year was tabled. R Thompson moved that the Accounts be accepted, B Irving seconded the motion and all agreed.
7. **Audit Report:** The document prepared by the Internal Auditor (the Annual Return) was complete, satisfactory and signed by the Chair. The Auditor commented that the Parish Council did not have a policy to address the depreciation of its assets. It was agreed to look at this at a future ordinary Parish Council Meeting.
8. **Appointment of Internal Auditor:** R Thompson proposed and P Hutchinson seconded that we again appoint Mr Peter Olsen FCA to undertake the Internal Audit for 2015/16

There being no further business relevant to the AGM, the meeting closed at 7.25pm