

Cadeby Parish Council

cadebyparishcouncil@gmail.com

Draft Minutes of the Parish Council Annual Meeting held on Thursday 8th May 2019, at 7:00pm at Cadeby Church Hall

PRESENT: Councillors: Jonathan Lane (JL) ; Ian Smith (IS); Simon Freeman (SF); Steve Karkowski (SK); Sue Millward (SM) (Clerk/RFO)

ALSO PRESENT: 1 member of the public

Item No.	Description
1244/19	ELECTION OF CHAIRMAN: Jonathan Lane was nominated by Ian Smith, seconded by Simon Freeman. The nomination was accepted and the vote unanimous.
1245/19	APOLOGIES: Councillor Denis Winterbottom
1246/19	DECLARATIONS OF PECUNIARY INTEREST - None
1247/19	APPROVAL AND SIGNING OF MINUTES – The Minutes of the meeting on 14 th March 2019 were agreed and signed as a true and accurate record.
1248/19	CORRESPONDENCE A request from All Saints Church for a donation for cemetery grass cutting costs was considered. A donation of £250 for 2019/20 was agreed. A request from Cadeby Community Development Trust (Councillor Smith left the meeting whilst this was discussed) for a donation toward annual maintenance costs was considered. A donation of £250 for 2019/20 was agreed
1249/19	POLICY& FINANCE: It was resolved to - 1) certify the authority as exempt. The certificate of exemption for year ending 31 March 2019 was signed off by SM,RFO and JL Chair and will be submitted to the external auditors. Councilors noted the annual internal audit report. 2) approve Section 1, the Annual Governance Statement 2018/19. The statement was signed off by JL,Chair and SM, RFO. Then 3) approve Section 2 the Accounting statements 2018/19. Certified by SM,RFO and signed by JL,Chair a £24 adjustment was noted, caused by incorrectly charged bank charges now refunded. SM, RFO advised councillors that the notice of the period for the exercise of public rights for the year ending 31 March 2019 will commence on 3 June 2019 and end on 14 July 2019. 4) make payments to – LRALC, membership subscription; LRALC Internal Audit £95; Zurich £341.77 ins renewal 1/6/19 to 31/5/20; CHT £648 AED annual support to 1/5/23; CCDT £250 donation 19/20; All Saints Church £250 donation 5) approve Financial Report detailing monetary assets to 8/5/19 £7605.57. See attached.The report and Bank Statements to 22/4/19 were signed by JL, Chair. 6) adopt NALC customised Financial Regulations 7) hold Parish Council mtgs in July;Sept;November;January;March;May Date of next meeting: Annual Parish Meeting 24th May 2019. 7pm Parish Council Meeting 11th July 2019. 7pm The meeting was brought to a close at 7.45pm