

BEVERSTON PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 14TH MAY 2019 at the Beverston Village Hall

PRESENT

Councillors Miss C Lowsley-Williams, Mr D McMeekin, Mr D J Morris, Mr O Preston, Mr J Rixen-Osterbro and Miss F Gunn (Clerk)

1 **Apologies**

None

2 **Councillors' acceptance of office.** All Councillors signed the Declaration of Acceptance of Office form

3 **Minutes of the Previous Annual Meeting**

The minutes of the previous annual meeting in 2018 were read and approved

4 **Election of the Chairman of the Council**

Councillor David Morris took the Chair for the election of the Chairman, Councillor Caroline Lowsley-Williams was proposed by Cllr McMeekin and seconded by Cllr Preston and she was duly elected as Chairman and subsequently declared acceptance of office.

5 **Election of the Vice-Chairman of the Council**

Councillor David Morris was proposed by Cllr Preston and seconded by Cllr Rixen-Osterbro and was duly elected as Vice-Chairman and subsequently declared acceptance of office.

6 **Record of Attendance**

Councillor Rixen-Osterbro was absent from the meeting on 24th September

7 **Authorisation of Recurring Items of Expenditure**

It was agreed that the recurring items of expenditure, insurance premium, Clerk's expenses, membership of GAPTC, data protection costs, audit fees, the upkeep of the war memorial, the annual website hosting cost and the expenses for the meetings could be paid with the approval of the council.

8 **Exemption from the requirement for a limited assurance review:** It was agreed by the Councillors that Beverston Parish Council qualifies for a Certificate of Exemption.

9 **Approval of the Annual Governance Statement 2018/19:** The Annual Governance Statement was proposed by Councillor Morris, Seconded by Councillor McMeekin And approved by the Council.

10 **Approval of Annual Accounting Statement 2018-19:** The unaudited Parish Council accounts for the year ending 31st March 2019 were proposed by Councillor Lowsley-Williams and seconded by Councillor Preston and were approved by the Council.

- 11 Appointment of the Internal Auditor – Mr I Selkirk:** The meeting approved the Appointment of Mr Ian Selkirk internal auditor to the Council.
- 12 Any other business - none**