**Tetcott and Luffincott Parish Council**

**ANNUAL GENERAL MEETING**

**10th May 2022**

**7:30pm, The Arscott Hall, Tetcott**

**Present: Cllr. Tina BARRIBALL (vice chair), Cllr. Jonathan BRITTON, Cllr. Sylvia DART,**

**Cllr. Mike GREENAWAY (chair), Cllr. Jonathan PEARCE, Cllr. Terry ROOKE,**

**Cllr. Jacob WOODHOUSE (JW)**

**Clerk: Kay NAPIER (KN)**

**One member of the public.**

1. **Receiving apologies for absence:**

Cllr. Merv CHUBB, Cllr. Nick WONNACOTT

1. **Minutes of last AGM – 18th May 2021.**

Minutes were agreed and signed by Chairman Cllr. Mike Greenaway.

Proposer: Cllr. J. Britton

Seconder Cllr. T. Rooke.

1. **Approval of the Annual Governance Statement**

A copy of the Annual Governance Statement 2021/22, having been circulated to all Councillors prior to the meeting was read out by the Clerk.

It was proposed by Cllr. S. Dart that the council approve the Annual Governance Statement, seconded by Cllr. J. Woodhouse

 All in agreement to approve the Statement.

1. **Approval of 2021/22 Parish Council Accounts**

All documents relating to the Annual Accounts for the year ending 31st March 2022 as shown at Annex A. had been circulated to all Councillors prior to the meeting.

An Internal Audit had been carried out by Mrs. Maralyn Bailey

Cllr T. Barriball proposed that the Council approve the Annual Accounts and the Certificate of Exemption AGAR 2021/22 part 2. This was seconded by Cllr. J. Pearce.

All in agreement to approve the 2021/22 Annual Accounts and the Certificate of Exemption AGAR 2021/22 part 2, which was signed by Chairman Cllr. Mike Greenaway.

1. **Assets Register**

A list of the Parish Council current assets was circulated to all Councillors prior to this meeting. A copy of the Register can be viewed at www.tetcottandluffincottpc.org.uk.

The assets register is to be updated to incorporate the new play equipment recently installed.

1. **Grants & Payments approved for 2022**

The Clerk Mrs. Kay Napier was given authority to pay all agreed payments in 2022-23.

Payment £179.27 – BHIB Insurance Renewal (paid April following Cllr. Email confirmation)

Payment £57.60 – DALC Membership Renewal (paid April following Cllr. Email confirmation)

Payment – Clerk’s Salary (£1200 annually)

Payment £228 – Annual Monitoring of Defibrillator – Duchy Defibrillator

Payment £660 – Direct to Colin Davies RE: Grass Cutting at Holy Cross Church, Tetcott (5x cuts at £132)

 Grant – The Arscott Hall Committee (amount tbc)

1. **Standing Orders & Risk Assessment**

Copies of both had been circulated to all Councillors prior to the meeting for review.

It was agreed that no changed needed to be made. A copy of both can be viewed on the website at any time.

Cllr. T. Rooke proposed

Cllr. S. Dart seconded.

1. **Election of a Chairman**

Cllr. J. Britton Proposed Cllr. Tina Barriball

Seconded by Cllr. T. Rooke

Cllr. Barriball prepared to accept the role.

Chair to be Tina Barriball for the year 2022-23.

1. **Election of a Vice Chairman**

Cllr. M. Greenaway Proposed Cllr. Terry Rooke

Seconded by Cllr. J. Pearce

Cllr. Rooke prepared to accept the role.

Vice Chair to be Cllr. Terry Rooke for the year 2022-23.

1. **Any Other Business**

None

**Meeting closed 20:20pm**

Chairman: ……………………………………………………………. Date: …………………………………

Minutes prepared by Kay Napier 11/05/2022