

STANTON & STREATLAM PARISH COUNCIL

Annual Meeting 24th May 2018

Present J Rowlandson (JR) J Teasdale (JT) J Brown (JB)
S Chapman (SC)
(Clerk)

1. Welcome and Introductions.

2. Declaration of Interests. (Disclosable Pecuniary Interests) – None declared.

3. Apologies. N B Hutchinson.

4. Election of Chair. J Rowlandson - proposed by J Brown and seconded by J Teasdale The Chairman then signed the Declaration of Office Form.

5. Election of Vice Chair. N B Hutchinson (having previously agreed) was appointed.

6. Maintenance Contracts.

C A Stamp Grass Cutting, playground maintenance and general associated tasks. At an agreed fee of £130 00 per cut for 2018.

7. Clerk's contract. Contract of employment signed by clerk and Chairman

8. Banking arrangements. The council agreed to maintain the Barclays Current account and make JT and NBH cheque signatories.

9. Asset Register. Asset Register dated 31 March 2018 approved.

10. Risk Register. Council approval of the implementation of the Risk Register dated 01 April 2018.

11. Insurance Cover. Council is in agreement to the level of proposed insurance cover and agreed payment of the Insurance Premium should be made after checking it is appropriate to the council's needs.

12. Annual Governance and Accountability Return for the Year ending 31 March 2018. The clerk reported that the accounts were complete and had been audited by Ms Cluer. Section 1 of the Annual Return was approved and Section 2 (Accounting Statements 2017/18) of the Annual Return to be completed using some information from the previous yearly statement.

It was confirmed that the Clerk is the Responsible Finance Officer for the financial years 2018/19.

13. Financial Regulations. The Financial Regulations dated 6 November 2017 were agreed and accepted.

14. Appointment of Internal Auditor. We will ask Ms Cluer to carry out the internal audit of the accounts for 2018.

15. Budget Details for Financial Year 2018/2019.

Items to be taken into consideration for the current and following financial year's budget will include:-

- Replacement park-style benches
- Grass cutting and grounds maintenance
- Clerk's salary
- Playground refurbishment/upgrade
- Speed signage

16. Standing Orders.

Reviewed and approved the current standing orders.

Meeting closed at 8.00 pm

Chairman Date