**STANWICK ST JOHN AND CARLTON PARISH COUNCIL**

Minutes of Annual General Meeting held in the Vestry, St. Johns Church, Stanwick on Monday 12th May 2025.

Present: Cllr. B. Ramsay, Chairman

Cllr. P. Owen

Cllr. M. Asquith

Cllr. A. Wells

Cllr. T. Haggie

1. **Apologies for Absence**

Cllr. A. Thompson.

1. **Minutes of the last Meeting**

The Minutes of the Last AGM were approved as a correct record and signed by the Chairman.

1. **Chairman’s Report**

The Chairman thanked the members for their support over the past year and for their efforts in providing several new facilities in the Parish. The new Website and refurbishment of the traditional signpost have both been well received.

1. **Presentation of Annual Accounts**

The Balance Sheet and Bank Reconciliation for year ending 31st March 2024, which showed £6,270.54 in the current account, has been prepared and then signed as correct by the Internal Auditor. Approval was requested from Councillors for the Chairman to accept them as correct. This was agreed and the Chairman signed both records.

1. Governance and Accountability Return

All items on the governance statement were approved as being correctly applied.

The Certificate of Exemption was then signed by the Chairman for submission to

the Governments auditors PKF Littlejohn.

1. Financial Risk Assessment

The Financial Risk Assessment which showed a minimum balance of £1500.00 should be maintained was approved by councillors and was signed by the Chairman.

1. **North Yorkshire Councillor’s Report**

In the absence of Cllr.Thompson there was no report this meeting.

1. **Election of Chairman**

Cllr. Haggie proposed Cllr. Ramsay as Chairman. This was seconded by Cllr. Wells and approved by the Parish Council.

Cllr. Ramsay agreed to continue acting as Parish Contact.

1. **Election of Vice Chairman**

Cllr. Asquith proposed Cllr. Owen as Vice Chairman. This was seconded by Cllr. Ramsay and approved by the Parish Council.

Cllr. Asquith agreed to continue acting as Proper Officer/ Finance Officer.

1. **Confirmation of Standing Orders**

There were no amendments to the Standing Orders, so the Orders were approved by the Parish Council and signed by the Chairman.

1. **Appointment of Internal Auditor**

The Parish Council approved the appointment of Mrs. L. Lobley as Internal Auditor.

The meeting was declared closed at 7.10 pm

Signed as a correct record …………………………….Chairman Date …………….