

# STANWICK ST JOHN AND CARLTON PARISH COUNCIL

Minutes of Annual General Meeting held in the Vestry, St. Johns Church, Stanwick on Monday 13<sup>th</sup> May 2024.

Present: Cllr. B. Ramsay, Chairman  
Cllr. P. Owen  
Cllr. M. Asquith  
Cllr. A. Wells  
Cllr. T. Haggie  
Cllr. A. Thompson

## 1. Apologies for Absence

There were no apologies for absence.

## 2. Minutes of the last Meeting

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

## 3. Chairman's Report

The Chairman welcomed the recently co-opted members, Tim Haggie and Angus Wells to the meeting and thanked the members generally for their support over the past year and their efforts in providing several new facilities in the Parish. The new Millennium Bench and Carlton Notice Board have been particularly well received.

## 4. Presentation of Annual Accounts

The Balance Sheet and Bank Reconciliation for year ending 31<sup>st</sup> March 2024, which showed £1,800.54 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.

### a. 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.

### b. 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.

**5. North Yorkshire Councillor's Report**

Councillor Angus Thompson gave a more detailed account of his April quarterly report and answered Councillors queries.

**6. Election of Chairman**

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

Cllr. Ramsay agreed to continue acting as Parish Contact.

**7. Election of Vice Chairman**

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

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

**8. 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.

**9. Appointment of Internal Auditor**

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

The meeting was declared closed at 7.20 pm

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