

RAVENSWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON 10th MAY 2022

Present

Cllr A Ayres (Chair)
Cllr B Hird
Cllr R Addinall

3 Members of the Parish

Cllr Ayres welcomed everyone to the meeting and introduced all the newly elected councillors whose term of office is 5 years.

1. To receive and note apologies for absence

Cllr Robinson was unable to attend.

2. To receive 'Declarations of Interest' in items on the agenda

There were no Declarations of Interest.

3. To approve the minutes of the meeting held on the:

The Minutes of the Annual Meeting held on 24th May 2021 were approved.

4. Matters Arising

There were no matters required to be addressed.

5. Parish Council Report

All were provided with a copy of the report at the beginning of the meeting and the opportunity to ask about or comment upon its content was provided under item **8**.

6. Financial Report

Every year the PC must complete an Annual Governance and Accountability Return (AGAR). The PC must approve the various sections of the documents, send an appropriate section of the AGAR to the government's external auditor and publish the whole of the completed AGAR.

The PC must evidence that all the correct steps have been taken in the required order and record this in the minutes of the meeting. All the documents referred to under item 6 had been reviewed by all the councillors and the internal auditor before the meeting.

6.1 The cash book for the financial year ending 31 March 2022 showed our precept of £5400 was supplemented by reclaimed vat of £1285 (covering items from 24/9/2019-29/4/2021) and bank interest of £20.

Our major expenditure included £2461 – a completing payment for the toilet block windows replacement and £1301 - for grass cutting.

The PC account had a final balance of £8887.

6.2 Since neither our total income nor our total expenditure for the financial year exceeded £25,000, we will certify ourselves exempt from review by the external auditor. The completed Certificate of Exemption will be displayed, along with all the other AGAR related documents, on the PC notice board and will also be published on the website <https://ravensworthvillage.wixsite.com/website/parish-council>

6.3 The Annual Internal Audit report for 2021-22 required by AGAR was noted.

6.4 The Parish Council approved the 2021-22 Annual Governance Statement for that year's AGAR.

6.5 The Parish Council approved the 2021-22 Accounting Statements for that year's AGAR.

6.6 The Parish Council undertook to comply with the AGAR publication requirements which include publishing the documents noted in 6.2-6.5 using the previously identified website for the period Monday 13 June – Friday 22 July 2022.

7. Elections

Chair: Andrew Ayres proposed in writing by Cllr Robinson seconded by Cllr Addinall
Vice Chair: Barbara Hird proposed by Cllr Ayres seconded by Cllr Addinall

The PC can have 5 Councillors and it was agreed to seek to co-opt another.

Dates for future meetings were proposed and agreed. These will be displayed on the notice board and published on the website.

8. Open Forum

The report referred to in item 5 was reviewed by the meeting. While some clarification was provided, there were no issues raised.

The chair noted that a Picnic on The Green celebration of the Queen's Platinum Jubilee had been organised for Saturday 4 June. The Village Hall will be open and Barnard Castle Brass Band will be playing on The Green from approximately 2.15 pm.

The next Annual Meeting is planned to take place Tuesday 9 May 2023. The meeting closed at 8.05 pm.