

ANNUAL GENERAL MEETING
MINUTES

RAVENSWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 24th MAY 2021

Present

Cllr A Ayres (Chair)

Cllr B Hird

Cllr G Kilvington

Cllr C Robinson

6 Members of the Parish

Cllr Ayres welcomed everyone to the meeting which was the first to be held face to face in the Village Hall since 7 December 2020. Attendees were required to follow Covid precautions, and the meeting was kept as short as possible.

1. To receive and note apologies for absence

There were no absences.

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 last AGM held on 13th May 2019 were approved.

4. Matters Arising

These were addressed in Item 5

5. Parish Council Report

The Chair reported that since the last AGM that there had been just three meetings of the Parish Council – two in the village hall (14/10/19 & 29/1/20) and one via Zoom (7/12/20).

After the last AGM, the PC had got on with the expected village matters e.g., those related to The Green and the tracks and in addition a determination to revitalise and refurbish the Village Hall guided by resident feedback and a building survey. During the summer and autumn of 2019, the hall was dry lined, all the guttering replaced and the long-term issue with poor drainage at the back of the hall was resolved. Several successful fund-raising events were organised in the hall and in January 2020 an event was held each day during the week-long national celebration of Village Halls.

After this good start, Covid arrived and strange times began. Nevertheless, the PC continued to function, managed matters and indeed made considerable progress in issues concerning the Village Hall. It was particularly heartening to be supported by residents and we were grateful for their help.

Rather than read out a series of reports covering various matters, the Chair distributed a document to those present and indicated that he and the councillors were happy to

clarify/discuss any of the content. The document would be available along with the minutes of the meeting on the website <https://ravensworthvillage.wixsite.com> and the noticeboard.

Financial Report

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

For the financial year 2019-20 the process was completed remotely. The return was published on the Richmondshire Council website and displayed for the required period on the noticeboard of the Village Hall.

For 2020-21 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 have been reviewed by all the councillors and the clerk before this meeting.

6.1 The cash book for the financial year ending 31 March 2021 shows our precept of £5200 was supplemented by a National Lottery Grant of £9936 secured to refurbish the toilet block of the Village Hall.

Our major expenditure involved work done in the village hall in addition to our usual grass cutting. The Parish Council account had a balance of £6840 at the end of the financial year.

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 other related documents on the parish council 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 2020-21 required by AGAR was noted.

6.4 The Parish Council approved the 2020-21 Annual Governance Statement for that year's AGAR.

6.5 The Parish Council approved the 2020-21 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 noted website for the period 03/06/2021 to 15/07/2021.

Elections

Chair: Andrew Ayres proposed by Carol Robinson seconded by Barbara Hird

Vice Chair: Barbara Hird proposed by Greg Kilvington seconded by Carol Robinson

- 7.** It was confirmed that Jon MacNamara would continue as Parish Clerk. While it was suggested that the next AGM should be held on Monday 9 May, there was an election date and related procedures to be organised around that time which may need to be considered.