

EASTON PARISH COUNCIL

ANNUAL GENERAL MEETING

The Annual General Meeting of the Easton Parish Council had been arranged and advertised to be held on Thursday, 9th May 2024 and all members of the Parish Council had been summoned to attend at 7.30pm in St Peter's Church, Easton.

The clerk opened the meeting at 7.30pm; no members of the public present

- 747 Apologies for absence: none received all members, Mrs P Bell and Messrs. Michael Baker MBE, Richard Burton, Stephen Thomason and Clive Wood present
- 748 Election of Chairman: The clerk asked for nominations for the year. Mr Michael Baker was proposed by Clive Wood and seconded by Stephen Thomason. Mr Baker agreed to the nomination and the vote taken was unanimously in favour after which Mr Baker accepted the position and took the Chair.
- 749 Declaration of financial or personal interest: to receive members' declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any agenda item. None
- 750 Minutes AGM 11/05/2023 were read and had been approved & signed 13/07/2023
- 751 Matters arising: none
- 752 Annual Governance & Accountability Return year end 31/03/2024
- a: to approve the AGAR for 2023-2024
- i. Certificate of Exemption – approved and signed
 - ii. to receive & note the report of Internal Auditor - approved
 - iii. Section 1 – Annual Governance Statement 2023/24 – approved and signed by Chair and Clerk
 - iv. Section 2 – Accounting Statements 2023/24 – signed by Chair having already been signed by the RFO before presentation

Also presented for year end 31/03/2024: receipts and expenditure account, bank reconciliation and explanation of variances

The Certificate of Exemption, Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights will be published on the website by 1 July 2024.

b: to appoint Internal Auditor for 2024-2025 it was proposed and agreed Mr Martin Buckley be reappointed.

753 Review of Statutory Documents for publication on Parish Council website

Information available from Easton Parish Council – updated names of councillors - approved

Code of Conduct - approved

Model Standing Orders v.2022 – approved

Financial Regulations advised by CAPALC to review when new Regulations published in 2024

Policies updated and reviewed in October 2023 to be reviewed AGM 2025

Equal Opportunities Policy

Child & Vulnerable Adult Policy

754 Matters for next AGM/meeting

Meeting closed at 8.20pm

755 Date & time of next meeting; 9th May following AGM

DRAFT