

Barham and Woolley Parish Council

Approved and signed Minutes from the definitive legal record of council business. In the interest of early publication for residents, the notice board carries text of draft minutes awaiting approval. Draft minutes may sometimes be amended at the next council meeting before being signed. If amendments are made, this will be noted in the draft minutes of the next meeting.

Annual General Meeting and Parish Meeting Tuesday 25th April 2023

Councillors Present:

Mr T Massey
Mr P Harrison
Mrs Grove –Price
Mr Norman Grundy
Ms J Webb

2. Apologies: None

1. AGM was opened at 19.49

3. To elect a Chairman

Mr Massey proposed Mr Harrison to stand as Chairman seconded by Mr Grundy, unanimous vote

4.To elect a Vice Chairman

Mr Grundy proposed Mrs Grove –Price to stand as Vice Chairman seconded by Ms Webb, unanimous vote

5. To elect a Responsible Financial Officer

Mr Grundy proposed Mr Massey to stand as RFO, seconded by Mrs Grove-Price. Unanimous vote.

Minutes of the last Annual General Meeting were read and approved.
These were signed as a correct record by the Chairman.

The AGM closed at 19.52

Mr Harrison opened the Parish Council Meeting at 19.52

6. Minutes of the Parish Council Meeting held in February had been circulated and approved. Proposed J Webb, seconded T Massey.

7. Outstanding minuted matters from last meeting

None apart from matters on this Agenda

8. Declaration of Pecuniary interest forms were handed out by the Clerk to all Councillors. All handed back to Clerk who would immediately send to HDC as they are being audited on these at the moment.

9. RFO Report

Mr Massey handed out a spreadsheet for 2022/2023 showing all income and expenditure, a copy of which is attached to these minutes.

He reported that he is in the process of completing the audit, and he would ask Mrs Grundy to undertake the internal audit, and it was agreed a bottle of wine would be given to her for this service.

Mr Massey summarised the amount of forms that needed completing for the external auditors and that this would take some time, but everything has to be with them by the end of June .

£5000 had been transferred from the current account to Deposit for the time being until the Speed reducing sign is purchased. Mr Massey has received an invoice from the Clerk for £100 for her services. He also has an invoice for £257.60 insurance, £402 for website support, hosting etc, £96.61 for CAPALC.

The defibrillator, clerks laptop and Mr Masseys computer that have all been bought by the Parish Council, have all been depreciated at 20% per annum for insurance purposes.

Mrs Grove-Price proposed the accounts be accepted, seconded by Mr Grundy.

10. Correspondence

None

11. Speed reducing sign costing, siting of posts

Elan City have a special offer on at the moment for £2250 excluding vat and shipping for a solar panel and sign but price doesn't include poles so they will be needed to be purchased separately.

Woolley Road was suggested for the first site for the unit as it could possibly be attached to the Barham village sign. A post in Spaldwick road should also be erected to move the sign to on occasions.

Mrs Grove-Price proposed that the equipment needed be purchased from Elan city, Mr Grundy seconded, as all other quotations exceeded this by quite a few hundred pounds.

Clerk will order and RFO will send payment.

12. Any other matters for discussion not on Agenda

Coronation mugs have been delivered and are being distributed to those that put in an order. Under 18 year olds are being given a mug free of charge.

Time, date and place of next meeting: Tuesday 2^{0th} June, 19.45. St Giles Church, Barham

Meeting closed at 20.33

Signed by the
Chairman.....Date.....

Signed by the
Clerk.....Date.....