

## **ALREWAS PARISH COUNCIL**

### **Minutes of the annual parish council meeting held on Monday 16 May 2016 at 7.30pm in Alrewas Village Hall**

**PRESENT** Cllrs Jan Altham, June Attwood, David Butcher, Donna Moss (from Item 8), Chris Niblock, John Pegg, Jane Reilly and Margaret Stanhope

**IN ATTENDANCE** District Cllrs Mike Wilcox and Ben Rayner and Jean Burton (Clerk)

Cllr Pegg called the meeting to order

**1 Election of Chair**

Cllr Niblock was elected Chair of the Council and made his Declaration of Acceptance of Office.

Members recorded their sincere thanks to Cllr Pegg for his commitment and drive during the 5 years of his leadership of the Council involving a number of very difficult issues.

**2 Election of Vice Chair**

Cllr Pegg was elected Vice Chair of the Council.

**3 Apologies for absence**

Cllr T Coates; and Cllr D Moss for late arrival.

**4 Declarations of interest**

None

**5 Adoption of Financial Regulations**

It was **RESOLVED** that the Financial Regulations dated 16 May 2016 be approved and adopted.

**6 Adoption of Business Risk Assessment**

It was **RESOLVED** that the Business Risk Assessment dated 16 May 2016 be approved and adopted.

**7 Appointment of Council representatives on outside bodies and working parties**

Representatives on outside bodies and working parties were appointed as detailed on the attached schedules.

**8 Finance**

**a Annual Governance Statement**

The Annual Governance Statement was considered and all matters confirmed and it was **RESOLVED** that the Annual Governance Statement for the year to 31 March 2016 be approved and signed by the Chairman and Clerk.

**b Accounts for the year to 31 March 2016**

It was **RESOLVED** that the accounts for the year to 31 March 2016 be approved and signed by the Chairman and Clerk.

**c Chairman's allowance**

It was **RESOLVED** that a sum of £325 is to be held available for allocation by the Clerk for costs incurred in the year 2016/17.

**d Appointment of internal auditor**

It was **RESOLVED** that Julie Hill be appointed internal auditor to the council.

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**e Bank Signatories**

It was **RESOLVED** that Cllr Niblock be added to list of signatories and Cllr Coates be removed. Two signatures required for each cheque or payment, one of which must be the Chair or Vice Chair.

**9 Date of next annual parish council meeting**

The next annual parish council meeting will be on Monday 15 May 2017 in Alrewas Village Hall starting at 7.30pm.

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**Chair/Vice Chair**

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**Date**