

ALREWAS PARISH COUNCIL

Minutes of the annual parish council meeting held on Monday 15 May 2017 at 7.30pm in Alrewas Village Hall

PRESENT Cllrs Jan Altham, David Butcher, Miles Moseley, Donna Moss, Chris Niblock, John Pegg and Margaret Stanhope

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

Cllr Niblock 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.

2 Election of Vice Chair

Cllr Whatton was elected Vice Chair of the Council.
Cllrs recorded their thanks to Cllr Pegg for his many years of service as Chair and Vice-chair.

3 Apologies for absence

Cllrs J Reilly and D Whatton and County Cllr J Eagland.

4 Declarations of interest

None

5 Adoption of Financial Regulations

It was **RESOLVED** that the Financial Regulations dated 15 May 2017 be approved and adopted.

6 Adoption of Business Risk Assessment

It was **RESOLVED** that the Business Risk Assessment dated 15 May 2017 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 2017 be approved and signed by the Chairman and Clerk.

b Accounts for the year to 31 March 2017

It was **RESOLVED** that the accounts for the year to 31 March 2017 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 2017/18.

d Appointment of internal auditor

It was **RESOLVED** that Sandie Morris from Black Rose Solutions Limited be appointed internal auditor to the council.

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e Bank Signatories

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

f It was **RESOLVED** that an application be made to Lloyds Bank plc for the issue of Business Debit Cards to authorised users as determined by the Business from time to time. The cards to be subject to the Business Debit Card Terms and Conditions, a copy of which has been considered and approved.

g It was **RESOLVED** that any two signatories from time to time are authorised to request the Bank to issue Business Debit cards to certain authorised users and are authorised to sign the application form and any other relevant documentation on behalf of the Organisation.

h It was **RESOLVED** that the Bank is authorised to debit the Organisation's account number that is specified in the application for the Business Debit Cards with all transactions effected under such Business Debit Cards together with any interest thereon and with any fees for the issue and renewal of such Business Debit Cards and that the Organisation will be responsible for any overdraft so created with interest.

i It was acknowledged that the authorised users will be able to access information about the Organisation's account when using a Business Debit Card at an ATM and it was **RESOLVED** to consent to this disclosure.

j It was acknowledged that resolutions 8f,g,h and i will be governed by and construed in accordance with the law of the country in which our accounts with the Bank are held.

9 Date of next annual parish council meeting

The next annual parish council meeting will be on Monday 21 May 2018 in Alrewas Village Hall starting at 7.30pm.

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Chair/Vice Chair

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Date