

22 May 2017

CROSBY RAVENSWORTH PARISH COUNCIL – WORKING FOR THE COMMUNITY

www.crosbyravensworthparish.org.uk

Clerk to the Council: Christian Barnes, West House, Tenter Row, Crosby Ravensworth, Penrith, Cumbria, CA10 3HY. t. 07584 251 448, e. clerk@crosbyravensworthparish.org.uk.

Annual Meeting of the Parish Council

- Present Councillors: Cllr D Hewitt, Cllr D Graham, Cllr. J Raine, Cllr V Holroyd, Cllr A Beatham, Cllr A Robinson, Cllr M Archer, Mr C Barnes (Clerk).
2 members of the public were present.
- Apols Cllr Hughes.
- 006/17 David Graham was elected as **Chairman** unopposed. (1st VG, 2nd MA.)
- 007/17 The Chairman signed the '**Declaration of Acceptance of Office**'
- 008/17 David Hewitt was elected unopposed as **Vice Chairman**. (1st MA, 2nd AR.)
- 009/17 **Declarations of Pecuniary Interest.** Councillors were reminded that it was their responsibility to keep their declarations of Pecuniary Interest up-to-date. Please notify the Clerk of any changes.
- 010/17 The Clerk granted all councillors a **dispensation** to set a precept for the year 2018/19.
- 011/17 The Chairman was authorised to sign the **minutes** of the meeting held on the 23rd May 2016 as a true record, subject to a corrected miss type (AR for AW) in 007/16.
- 012/17 Outside Bodies. Cllr Robinson would continue as representative to **MMVI**. Cllr Holroyd would ask Karen Winder whether she wished to relinquish the role of representative to **CRVH** so that a councillor could undertake the position.
- 013/17 The **Internal Auditor's** report was received and approved. Recommendations about the term of insurance were noted and approved. An advisory recommendation about tendering was noted. It was noted that the auditor's report noted 'the high standard of record keeping'.
- 014/17 **The Annual Accounts 2016/17, Annual Bank Reconciliation and Year End Budget Monitor** were approved for publication to include all items of expenditure.

- 015/17 Section 1 of the Annual Return for 2016/2017 '**Governance Statement**' was completed in the meeting and signed.
- 016/17 Section 2 of the Annual Return for 2016/2017 '**Annual Statement of Accounts**' was presented in draft and approved and signed in the meeting.
- 017/17 The Clerk's continuing appointment as **Responsible Financial Officer** was confirmed.
- 018/17 The continuing appointment of Cllr Raine to **verify the bank reconciliations** was approved.
- 019/17 The council received a brief introduction to the council's new **website** and was asked for feedback. It had been used for the first time at this meeting and initial feedback was 'excellent'. It was noted that the hyperlinks included in the summons to this meeting had not opened from the email sent to Cllr Raine, Clerk to follow up.
- 020/17 A schedule of meetings would be published in due course on the website that retained the structure of meeting on the first Monday of the month.

<ends 10:20>