

**LUTTONS PARISH COUNCIL**

**MINUTES OF ANNUAL MEETING OF COUNCIL**

**Held at School Hall, West Lutton on 19 May 2015 at 7.00pm**

**Present:**

Stuart Bell  
Nigel Beresford  
Val Bottomley  
Evan Ferguson

Andy Macdonald  
Richard Ogden  
John Wane

**Absent:**

None

Clerk's Note: All Councillors had submitted Acceptances of Office and Register of Financial and Other Interests prior to the meeting

Item		Action
1.	<b>Election of Chair for 2014-15</b> EF proposed John Wane for the Chair. SB seconded. There being no other nominations the <b>Clerk declared John Wane elected.</b> JW took the Chair.	
2.	<b>Appointment of Vice Chair for 2014-15</b> VB proposed Stuart Bell for the Vice Chair. JW seconded. There being no other nominations the <b>Clerk declared Stuart Bell elected.</b>	
3.	<b>Apologies for Absence:</b> None	
4.	<b>Declarations of Interest</b> None relating to this agenda.	
5.	<b>Minutes of the last AGM held on 20 May 2014</b> The minutes were received. There were no outstanding actions. VB proposed, NB seconded, and <b>the Council unanimously approved the minutes of the last AGM held on 20 May 2014.</b>	
6.	<b>Chairmans Report</b> (see attached) The Chairman's Report was received. Council asked for the report to be posted on the web-site.	Clerk
7.	<b>Audited accounts and Annual return 2013-14</b> <b>7.1 Audited accounts</b> The Clerk reported that the year-end accounts, as presented to and approved at the last Ordinary Meeting, had received a clean audit report from Accountancy Ryedale Ltd. The outturn figure for the end of year was £7,303.20, with a positive movement on the account over the year of £1,469.85. <b>7.2 Annual Audit return</b> The Clerk reported that the Annual Return, as approved by Council at the last Ordinary Meeting, had been completed. However, although the format of the Annual Return remained valid, small councils no longer were required to submit to the Audit Commission auditors but instead had to publish prescribed information locally; the Clerk would now prepare this documentation.	Clerk
8.	<b>Cheque signatories</b> EF proposed 3 signatories (JW, SB, and VB); NB seconded. <b>The Parish Council unanimously approved three cheque signatories as JW, SB, and VB.</b>	Clerk
9.	<b>Council practices</b> The Clerk stated that the Council had used electronic communication as the principal medium between councillors and that planning applications had been circulated to all councillors in hard copy. Council unanimously confirmed that these practices should continue.	Clerk
10.	<b>Calendar of Meetings</b> This had been circulated previously and was tabled unchanged. <b>The Parish Council unanimously agreed to continue to meet at 7.00pm on the third Tuesday in alternate months according to the calendar of meetings, in the School Hall, West Lutton.</b>	Clerk

Approved by Council and signed by the Chair ..... (signed)

..... (date)