

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF BAWDESWELL PARISH COUNCIL HELD ON MONDAY 11th MAY 2015 AT THE CHURCH.

Present: D. Shannon (Chair), W. Mason, J Mallen, J. Lilwall, B Cunliffe
District Councillor G. Bambridge, Mrs. J Boxall (Clerk)

Members of the public – 1

1. To elect the Chairman and sign Declaration of Acceptance of Office.

Cllr Mason proposed Cllr Shannon as Chairman, seconded by Cllr Lilwall and approved unanimously. No other nominations were received. Cllr Shannon confirmed that he would stand for another year. Declaration of Acceptance of Office form was duly signed

2. To elect the Vice Chair and sign Declaration of Acceptance of Office

Cllr Shannon proposed Cllr Mason as Vice Chairman, seconded by Cllr Cunliffe and approved unanimously. There were no further nominations. Declaration of Acceptance of Office Form was duly signed.

3. To consider accepting apologies for absence.

Apologies for absence was received from Cllr Tony Smith who was away on holiday.

4. To receive Declaration of Acceptance of Office forms from Councillors and review Code of Conduct.

Declaration of Acceptance of Office forms duly signed. Cllr Smith to sign as soon as possible once returned from Holiday. Register of Members Interest forms completed.

5. To approve co-option of new Councillor

It was confirmed that following the uncontested election, the council were two councillors short. John Mallen put himself forward for co-option. The Council resolved to approve the co-option of John Mallen following a proposal by Cllr Shannon, seconded by Cllr Cunliffe and approved unanimously. Council to re-advertise for another Councillor and encourage full representation of Village.

6. To receive the Clerk's annual report

The Clerk gave an annual report (copy attached to the minutes)

7. To approve the Annual return for the financial year ended 31 March 2015

Internal Auditors report was read out. Following comments received, it was confirmed that the co-ordinator for the Community Car Scheme has a schedule of mileage for trips made and checks mileage claims against this. Trips are prearranged with co-ordinator to ensure each journey is requested and approved. Clerk to investigate reason for cheque number 100212.

The Clerk presented the Council with the Annual Return for the financial year ended 31st March 2015 and the Annual Governance Statement 2014/15. The Clerk had previously circulated end of year figures to Council. Following recent review of financial regulations, risk assessment and asset register Cllr Shannon proposed that the Council approve the Annual Return and the Annual Governance Statement, seconded by Cllr Mason and approved unanimously.

Council resolved to approve the Annual Return 2014/15 and Annual Governance Statement 2014/15.

8. To close the meeting

There being no further business the Annual Parish Council Meeting was closed at 7.22pm