

# Tattingstone Parish Council

## Annual General Meeting

Minutes of Parish Council AGM Meeting held on Monday 10th May 2021 at 7.00pm via Zoom. **Present:** Cllr Wood], Cllr Clark, Cllr. Tweedy, Cllr. Clarke, Cllr, Hawes, Cllr. Mendel, Cllr Page, Cllr Mark.

D Cllr. Gould, C. Cllr. Harley

3 members of the public

**1. Election of chairman for 2021/22**

Cllr. David Wood was nominated as Chairman.

Proposed: Cllr. Tweedy

Seconded: Cllr. Page

Carried unanimously

**2. Apologies for Absence:** Cllr. Wills

**3. Declaration of interest:**

None declared.

**4. To consider requests for dispensations**

n/a

**5. Election of Vice-Chairman for 2021/22**

Cllr. Mendel was proposed as Vice Chairman

Proposed: Cllr. Wood

Seconded: Cllr. Clarke

Carried unanimously

**6. Election of R.F.O. for 2021/22**

Mrs. Jane Connell-Smith was proposed as RFO for 2021/22

Proposed: Cllr. Wood

Seconded: Cllr. Mendel

Approved unanimously

**7. Election of Playing Field and Village Hall representative**

Cllr. Tweedy was proposed as Playing field Representative

Proposed: Cllr. Wood

Seconded: Cllr. Mendel

Approved unanimously

**8. Election of SALC Representative**

It was agreed not to have a named Councillor but that the Council would send a representative to meetings dependent on councillors' availability.

**9. To approve the minutes of the Annual Parish Council Meeting held on 13 May 2019**

The minutes were read out and approved as a correct record by the councillors and will be duly signed by the Chairman.

Proposed: Cllr Wood

Seconded: Cllr Clark

Carried unanimously

**10. Matters arising**

There were no matters arising.

**11. Adoption of unaudited accounts for the year 2020/21**

The unaudited accounts were presented to the Parish Council by the RFO for approval.

The Annual Governance Statement for 2020/21 was approved.

The certificate of exemption was approved.

Proposed: Cllr. Mendel

Seconded: Cllr. Clark

The unaudited accounts and AGAR Forms will be signed by the Chairman at a covid secure meeting the next day.

**12. Appointment of internal Auditors for year 2021/22**

SALC were appointed as internal auditors.

Proposed seconded and carried unanimously

**13. Financial Regulations and Standing Orders.**

The current Financial Regulations and Standing Orders were adopted by the Council.

Proposed: Cllr. Wood

Seconded: Cllr. Mendel

Carried unanimously

**14. Risk Assessment and Asset Register.**

The asset register had been updated to include items purchased and items written off during the year. This was approved by the Council.

Proposed: Cllr Tweedy  
Seconded: Cllr Mendel  
Carried unanimously.

**15. Internal control Statement**

This was approved by the Council.

Proposed: Cllr Wood  
Seconded: Cllr. Hawes  
Carried unanimously

**16. Any other business**

There was no other business  
The meeting closed at 7.30pm