

## BLYFORD AND SOTHERTON PARISH COUNCIL

ANNUAL MEETING – 20 MAY 2019

### MINUTES [approved by councillors on 01-07-19]

The previous chairman, Gerard Walker, welcomed councillors Barry Martin and Rosemary Parry.

All new councillors signed the declaration of acceptance of their role. The clerk reminded them of the need to return their election expense and gave out copies of the Suffolk Code of Conduct.

1. Gerard Walker welcomed all present and asked for nominations for chairman for the coming year – Gerard Walker was proposed and seconded, all agreed – he was duly elected and signed the acceptance form.
2. Election of vice-chairman was delayed till next meeting.
3. Declarations of interest and any dispensations allowed - none
4. Vacancies – there are 3 vacancies for Blyford. Louise Sharman was co-opted, all agreed and she signed the acceptance form.
5. Minutes of the previous meeting [ 04-03-19] were approved and signed as a true record.
6. Matters arising – none
7. Finances
  - **Balances at HSBC – 12-05-19** - Community acct: £8,918.79 [includes precept]; Business acct: £7,937.01; **Total assets - £16,855.80;**
  - **Councillors accepted the Receipts and Payments Account for the year Apr. 18 to Mar 19.**
  - **Cheques for approval:** 473 – HMRC – 101.60 [tax to July 5]; 474 – C. Cardwell – 271.10 [net sal apr/may]; 475 – SALC – 134.96 [sub for current year] ; 476 – Van Dijk Accts. – 108.00 [payroll services]; 477 – Trevor Brown – 110.00 [audit]. **Total cheques - £725.66**
8. Audit – councillors accepted the internal auditor’s report and noted his recommendations. The certificate of exemption for external audit for smaller councils was signed. The Annual Governance statement was agreed and signed, as were Accounting Statements for the year 2018/19. These will be displayed on the website.
9. Speeding in villages – councillors discussed this ongoing problem and felt realistically, that nothing could be done at present.
10. Correspondence – received and discussed.
11. AOB - councillors briefly discussed changing the day of the meetings, but it was left at 3<sup>rd</sup> Monday for the present.

12. Next meeting – 1<sup>st</sup> July, 7.30pm in Blyford Church