**ASHBURY PARISH COUNCIL**

**Minutes of Annual General Meeting**

*Date*: Monday 8 May 2017

*Attendees*: Kate Watkins, Eliza Lewis, Cliff Davies, Richard Fergusson, Lorna Halford, Bill Spence, Yvonne Constance (County Councillor), Elaine Ware (District Councillor)

*Clerk* James Greenham

*Apologies:* Simon Howell (District Councillor)

*Circulation*: As above plus minute file, village noticeboard and village website

**Minutes of the last AGM**

Minutes of the last AGM held on 16 May 2016 had been circulated prior to the meeting and were formally approved at this meeting.

The clerk confirmed all agreed actions arising from the meeting had been completed during the year.

**Chairman’s report**

The Chairman gave a brief summary of the activities and challenges facing the council during the last year. It was hoped there would be more achievements during this coming year. No written report was produced.

**Resignation of councillor**

Eliza Lewis formally resigned her position on the parish council, with effect from Monday 8 May 2017, due to increasing work commitments. The council and chairman offered thanks for the work which Eliza had contributed during her tenure.

The clerk will advertise the position for four weeks, to determine if and how many parishioners would like to be considered for election to the role. JRG

**Elections 2017**

The Chairman and Vice Chairman stood down and the following elections were recorded:

Chairman Kate Watkins Proposed by Lorna Halford

 Seconded by Richard Fergusson

Vice Chairman Lorna Halford Proposed by Kate Watkins

 Seconded by Bill Spence

Councillor for Planning issues Cliff Davies Proposed by Kate Watkins

 Seconded by Richard Fergusson

Councillor for Transport issues Bill Spence Proposed by Kate Watkins

 Seconded by Lorna Halford

Community liaison Richard Fergusson Proposed by Kate Watkins

 Seconded by Lorna Halford

Communications Kate Watkins/ Proposed by Bill Spence

 Lorna Halford Seconded by Richard Fergusson

**Statement of Accounts**

The financial accounts for the year ending 31 March 2017 were presented and signed. The council had surplus of £1,921.29 for the year.

The cash assets of the council are considered to be used over the coming few years to fund planning work and implementation of a Local Neighbourhood Plan. There was no consideration to reduce the precept next year.

The council confirmed the annual governance statement (section 1) as required by the audit. No matters of concern were raised.

The clerk confirmed the audit would be now be completed and submitted. All figures were in place for submission.

**Financial matters**

The clerk advised the insurance was due for renewal on 1 June. The annual premium from Aon has increased by 2.2% to £357.69 for the forthcoming year. The premium was agreed by members of the council and the clerk will action in due course. JRG

There is a requirement from 1 May 2017 for the parish council to opt into a pension scheme as part of the auto enrolment requirements. The clerk confirmed in writing he is opting out of the approved scheme. No further action is required. JRG

**Recruitment and/or appointment of new clerk**

The chairperson agreed to undertake a recruitment drive for a replacement clerk, possibly using existing clerks from other local parish councils. In the interim, James Greenham agreed to continue as clerk to ensure routine actions were still undertaken. KW

**Dates of future meetings**

It is planned for the parish council to meet on the following dates:

 10 July 2017

 11 September

 13 November

 8 January 2018

 12 March

 14 May

All meetings will commence at 7.30pm. The clerk will ensure the venue is booked. JRG

The clerk will also produce a schedule to be placed on village noticeboards. JRG

**Any other business**

The meeting concluded at approximately 8.00pm.