

## **MERE PARISH COUNCIL**

### **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON**

**MONDAY 16<sup>TH</sup> MAY, 2022, at 7:45PM**

**VENUE – THE MERE GOLF RESORT AND SPA**

1 **PRESENT**

*Cllr J Duncalf, Cllr R Finch, Cllr A Newnes, Cllr D Norcott, Cllr L Reynolds, Cllr P Sands and Cllr Wright (In The Chair).*

2 **APOLOGIES**

*Letter of resignation received from Cllr Walker.  
Cllr K Parkinson, Cheshire East Council*

3 **CODE OF CONDUCT**

*The council is using the Cheshire East Council Code of Conduct which came into force on the 1<sup>st</sup> January 2018 and was adopted by Mere Parish Council in May 2019.*

4 **MINUTES**

*The minutes of the previous Annual General Meeting had been approved at the Mere Parish Council meeting held on the 12<sup>th</sup> July, 2021.*

5 **ANNUAL GOVERNANCE STATEMENT**

*The nine points of The Annual Governance Statement 2021/22 were considered and agreed by all councillors present. **Proposed by Cllr Reynolds and seconded by Cllr Norcott. All agreed.***

6 **RESPONSIBLE FINANCIAL OFFICERS REPORT**

- i. *The Responsible Financial Officer informed the meeting that Mere Parish Council will be certifying itself as **exempt from a limited assurance review** owing to the fact the gross income and expenditure is less than £25000. The certificate was signed by the Chairman and will be sent to the External Auditors and placed on the Mere Parish Council web site.*
- ii. *The **total receipts** are up compared to the previous year owing to the fact the precept had been increased by £1000 plus we had received £575.15 Community Infrastructure Levy.*
- iii. *The **total expenditure** is down compared to the previous year as we have not had to pay for a Zoom account or for a website accessibility fee.*
- iv. ***Fixed Assets** – Remain the same as the previous year (wooden bench and union jack flag).*

*Cllr Wright **proposed** that the financial report for the year ending 31<sup>st</sup> March 2022 be accepted as a true and correct record. **Seconded by Cllr Duncalf. All agreed.***

7 **STANDING ORDERS**

- i. ***Financial Regulations*** – were **proposed by Cllr Duncalf and seconded by Cllr Norcott** to remain the same/without any amendment. **All agreed.**
- ii. ***Standing Orders*** – were **proposed by Cllr Duncalf and seconded by Cllr Norcott** to remain the same/without any amendment. **All agreed.**

8 **ELECTION OF OFFICERS**

- i. ***Appointment Of Chairman*** – Cllr Wright **proposed by Cllr Norcott and seconded by Cllr Duncalf. All agreed.**
- ii. ***Appointment Of Deputy Chairman*** – Cllr Finch **proposed by Cllr Wright and seconded by Cllr Reynolds. All agreed.** Cllr Finch was not present to confirm his acceptance of the office as Deputy Chairman. Therefore he will be asked to confirm his acceptance at the next Mere Parish Council meeting in July.
- iii. ***Appointment Of Chairman Of Planning*** – Cllr Sands was **proposed by Cllr Norcott and seconded by Cllr Reynolds. All agreed.**
- iv. ***Appointment Of Planning Assistants*** – Cllr Duncalf **proposed by Cllr Reynolds and seconded by Cllr Wright. All agreed.**  
There was no appointment of a second planning assistant therefore this position remains vacant.
- v. ***Appointment Of The Responsible Financial Officer*** – Kathryn J Whitlow (Clerk) **proposed by Cllr Wright and seconded by Cllr Duncalf. All agreed.**

9 **ITEMS INTRODUCED BY COUNCILLORS**

None.

The meeting closed at approximately 8:05pm.

Signed: ..... Date: 11<sup>th</sup> July, 2022