

MERE PARISH COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON MONDAY 13TH MAY, 2019
AT 7.30PM, THE MERE

PRESENT

Cllr J Duncalf
Cllr R Finch
Cllr J McGuire
Cllr A Newnes
Cllr D Norcott
Cllr L Reynolds
Cllr D Walker (In The Chair)
Cllr J Wright

APOLOGIES

1 CODE OF CONDUCT

The revised Cheshire East Council code of conduct which came into force on the 1st January 2018 was proposed by Cllr Duncalf and seconded by Cllr McGuire to be adopted by Mere Parish Council. All agreed.

2 MINUTES OF THE 2018 ANNUAL GENERAL MEETING

The minutes were proposed by Cllr Duncalf and seconded by Cllr Reynolds to be a true and correct record. All agreed.

3 ANNUAL GOVERNANCE STATEMENT

In preparation for the auditors the Annual Governance Statement was agreed and signed. Proposed by Cllr Norcott and seconded by Cllr Duncalf. All agreed.

4 RESPONSIBLE FINANCIAL OFFICER'S REPORT

i The Clerk informed the council that Mere PC will be certifying itself exempt from a limited assurance review as our gross income and expenditure is less than £25,000. The certificate was signed by the Chairman and will be sent to the external auditors and placed on the Mere PC website.

ii Expenditure – The Clerk pointed out that there is no fee next to the External Auditor because we declared ourselves exempt. The Clerk explained that the fee paid to Andy Blackburn for mowing the grass at Tabley Church is double the amount compared to the previous year. This is because he submitted his invoice earlier this year. It should mean that next year's account shows nil.

Cllr Newnes proposed that the Financial Report for the year ending 31st March 2019 be accepted as a true and correct record. Seconded by Cllr Norcott. All agreed.

5 STANDING ORDERS

i The Financial Regulations – were proposed by Cllr McGuire and seconded by Cllr Reynolds to be adopted by the council without any amendments. All agreed.

ii The Admission of The Public and Press to Meetings – Cllr McGuire proposed and Cllr Reynolds seconded that it be adopted by the council. All agreed.

6 **ELECTION OF OFFICERS**

i **Appointment of Chairman**

*Cllr Walker proposed by Cllr Wright and seconded by Cllr Duncalf.
All agreed.*

ii **Appointment of Deputy Chairman**

*Cllr Wright proposed by Cllr Walker and seconded by Cllr McGuire.
All agreed.*

iii **Appointment of Chairman of Planning**

*Cllr Reynolds proposed by Cllr Walker and seconded by Cllr Duncalf.
All agreed.*

iv **Appointment of Planning Assistants**

*Cllr Duncalf and Cllr McGuire proposed by Cllr Reynolds and seconded by Cllr Norcott.
All agreed.*

v **Appointment of The Responsible Financial Officer**

*Kathryn Whitlow proposed by Cllr Wright and seconded by Cllr Duncalf.
All agreed.*

7 **ITEMS INTRODUCED BY THE COUNCILLORS**

None.

The meeting closed at approximately 7:50pm.

Signed:

Date: