

INWARDLEIGH PARISH COUNCIL

Minutes of the Annual General Meeting held on Wednesday 22th May 2019, in the Side Room of the Folly Gate Parish Hall.

1. Present: Councillors: Ian Dennis (Chairman), Patsy Ions, Phillip Piddington, David Sykes, Carol Timms, Tim White, the Clerk, Tony Leech (WDBC).

Apologies: Cllrs, Terry Kempster, Kevin Ball (DCC & WDBC) Mike Davies (WDBC).

2. Declarations of interest: Cllr Dennis and Cllr Timms declared an interest in Item 9.

3. Election of Chairman. Cllr Ian Dennis, was proposed by Cllr Piddington and seconded by Cllr Timms. It was agreed unanimously to re-elect Cllr Dennis as Chairman.

4. Election of Vice-Chairman: Cllr Timms, was proposed by Cllr Dennis seconded by Cllr Sykes. It was agreed unanimously to re-elect Cllr Timms as Vice-Chairman.

5. Minutes of the Annual Meeting 2018: The wording for, Okehampton and District Community Transport Group was corrected, the minutes were then signed as correct.

6. Matters Arising: It was agreed unanimously to continue with the DALC membership.

7. Annual Statement of Accounts: The Clerk handed out the finance books and the completed Annual Return for inspection. Mrs Dennis had carried out the internal audit. The accounts were approved by all present and signed by the Chairman and the Clerk. The accounting and reporting procedures were reviewed. It was agreed that no changes were necessary. The Certificate of Exemption - It was agreed unanimously that an Exemption Certificate should be submitted to PKF Littlejohn the external auditors.

8. Appointment of Internal auditor: After discussion it was agreed unanimously to appoint Mrs Dennis as internal auditor for the year 2019-2020.

9. Review of Grants: It was agreed to award the following grants. These will be paid as follows: West Devon Citizens' Advice Bureau £50, Okehampton District Community Transport Group £75, Parish Newsletter £40, Graveyard Fund £150.

10. Review of Clerks Salary: An increment of 0.392p/hr is due in July. This was agreed by all present.

11. Review of Insurance and Risk Assessment. Insurance: There is another year to run on the three year long term agreement taken out in May 2017.

Risk assessment: A risk assessment was carried out, there was no change reported to the low-level risk. Cllr Piddington agreed to look into the removal of the shower block.

The Chairman thanked the Councillors for their support and work in the past year. The meeting closed at 8.10pm.

Signed.....Chairman

Date.....