



# Stroud Parish Council

## Minutes of the Annual General Meeting of Stroud Parish Council held at Stroud Church on Tuesday 10th of May 2016 at 7.40pm.

**Present:** Cllr A Burges, Cllr F Rogers, Cllr D Paul, Cllr O Howe & Cllr C Foulston.

**Also Present:** Mrs E Foulston (Clerk & RFO) and District Cllr N Drew (arrived at 7.50pm).

**1.01.16 Welcome to Councillors and Apologies for Absence.** Due to unforeseen circumstances the meeting venue was changed from Langrish School Hall to Stroud Church. Cllr Burges welcomed everyone in attendance and confirmed he would be chairing the meeting in Cllr McKinney's absence. Apologies were noted from Cllr D McKinney and County Cllr V Clarke.

### **2.01.16 Election of Chairman.**

- a) Cllr McKinney had stated prior to the meeting that he would be happy to stand as Chairman again for the coming year, this was all agreed, proposed by Cllr Rogers and seconded by Cllr Burges.
- b) Cllr McKinney will sign the declaration of office as soon as possible following the meeting.

### **3.01.16 Election of Vice-Chairman.**

- a) Cllr Burges agreed to stand as Vice-Chairman, this was all agreed, proposed by Cllr Paul and seconded by Cllr Howe.
- b) Cllr Burges duly signed the declaration of office.

### **4.01.16. To Receive and Approve the Minutes of the Annual General Meeting of 19<sup>th</sup> of May 2015.**

- a) Minutes of the Annual General Meeting held on the 19<sup>th</sup> of May 2015 previously circulated were agreed and signed.
- b) There were no matters arising from the above minutes.

### **5.01.16 To Receive and Adopt the Accounts for the Year 2015/2016**

The RFO confirmed that the accounts had been completed and circulated to all Councillors. The full accounts were available to be reviewed on request and they will be fully audited. The internal audit is due to take place on 14<sup>th</sup> June. Following a short discussion **it was resolved** that the Annual Governance Statement would be approved and following that the Accounts and Accounting Statement for the year 2015/2016 were adopted as correct and were signed accordingly.

### **6.01.16 To Approve the Financial Risk Assessment and Statement for Internal Control for the Year 2016/17**

**It was resolved** that the Financial Risk Assessment and Statement of Internal Control previously circulated were adopted and signed.

**7.01.16 Review of Standing Orders and Financial Regulations**

**It was resolved** that the Standing Orders and Financial Regulations previously circulated were adopted and signed.

**8.01.16 To Agree the Dates of Meetings for the coming year**

The Clerk had previously circulated the proposed dates for meetings in the coming year in July, September, November, January and March with the Annual Parish Meeting being held in April. **It was resolved** that the meeting dates were agreed and would be held in Langrish School Hall.

**9.01.16 To Allocate Councillors' Responsibilities for 2016/2017**

The following Councillors agreed to accept responsibility for the following areas: -

Planning Committee Chairman – Cllr A Burges

Footpaths – Cllr F Rogers

Recreation Ground – Cllr C Foulston

Tree Warden – Cllr C Foulston (with Judith Wright)

Village Hall Representative – Cllr D McKinney

Local Authority School Governor Representative – Cllr A Burges

Community Forum – Cllr O Howe

Parish Plan – Cllr D McKinney

Bus Shelters – Cllr A Burges

Communications – it was discussed that this role was generally completed by the company running the Parish Council website and the Clerk and wouldn't be a Councillor's role moving forward.

South Downs National Park Representative – Cllr D Paul

Meeting Ended: 7.55pm

Signed

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_

Clerk – E Foulston