

MERE PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON

MONDAY 13TH MAY, 2024, at 8.00PM

VENUE – THE MERE AND TABLEY COMMUNITY CLUB

1 **PRESENT**

*Cllr V Bennett, Cllr R Nassab, Cllr A Newnes, Cllr A Richards and Cllr J Wright (In The Chair).
In Attendance: KJ Whitlow (Clerk) and one parishioner*

2 **APOLOGIES**

Cllr N Ineson

3 **CODE OF CONDUCT**

The council continues to use the Cheshire East Council Code Of Conduct which was adopted by Mere Parish Council in September 2023.

4 **MINUTES**

The minutes of the previous Annual General Meeting held on the 15th May 2023 had been approved at the Mere Parish Council meeting held on the 10th July 2023.

5 **ANNUAL GOVERNANCE STATEMENT**

*The Annual Governance Statement 2023/24 were considered and agreed by all councillors present. Cllr Wright **proposed** that Mere Parish Council reply yes to all eight points and not applicable to the ninth point listed. **Seconded by Cllr Newnes. 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 forwarded to the external auditors and placed on the Mere Parish Council website.*
- ii. *The total receipts have increased this year. This is due to the fact we have received £3518 more Community Infrastructure Levy money than in the previous year, £692 more VAT than in the previous year has been claimed back and £1411 more Fireworks Event money (mainly due to more people attending)*
- iii. *The staff cost has increased compared to the previous year due to the Clerk having a pay rise in April and October 2023 as advised by the National Association of Local Councils.*
- 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 31st March 2024 be accepted as a true and correct record. **Seconded by Cllr Newnes. All agreed.***

7 **STANDING ORDERS**

- i. ***Financial Regulations** – were **proposed by** Cllr Nassab and **seconded by** Cllr Newnes to remain the same without any amendments. **All agreed.***
- ii. ***Standing Orders** – were **proposed by** Cllr Nassab and **seconded by** Cllr Newnes to remain the same without any amendments. **All agreed.***

8 **ELECTION OF OFFICERS**

i. **Appointment Of Chairman**

Cllr Wright proposed by Cllr Newnes and seconded by Cllr Nassab. All agreed.

ii. **Appointment of Deputy Chairman**

Cllr Newnes proposed by Cllr Wright and seconded by Cllr Richards. All agreed.

iii. **Appointment of Chairman of Planning**

Cllr Nassab proposed by Cllr Newnes and seconded by Cllr Wright. All agreed.

iv. **Appointment of Planning Assistants**

Cllr Newnes proposed by Cllr Nassab and seconded by Cllr Wright. All agreed.

The position for a second planning assistant remains vacant.

v. **Appointment Of The Responsible Financial Officer**

Kathryn J Whitlow (The clerk) proposed by Cllr Wright and seconded by Cllr Newnes. All agreed.

9 **ITEMS INTRODUCED BY COUNCILLORS**

None.

The meeting closed at approximately 8:20pm.

Signed:

Date: