

# ALLERTHORPE PARISH COUNCIL

## Approved Minutes of the Annual General Meeting held in the Village Hall At 7.45 pm on Wednesday 21<sup>st</sup> May 2014

<b>Present:</b>	Mr. K Macleod	Chairman
	Mr. I. Douglas	Councillor
	Mr. M. Stageman	Councillor
	Mr. S. Wilkinson	Councillor
	Mrs. M. Macleod	Councillor
	Mr. T. W. Howard-Smith	Clerk to the Council

### 1. APOLOGIES:

None

### ABSENT:

Mr. A. Melville

Mr. D. Lambert

### 2. ELECTION OF CHAIRMAN:

Mr. Macleod gave notice that he was willing to stand as chairman for another year.

Mr. Stageman proposed Mr. Macleod as Chairman; this was seconded by Mr. Wilkinson and carried unanimously.

### 3. ELECTION OF VICE-CHAIRMAN:

Mr. Stageman gave notice that he was willing to stand for the post of Vice-Chairman.

Mrs. Macleod proposed Mr. Stageman as Vice-Chairman; this was seconded by Mr. Douglas and carried unanimously.

### 4. MINUTES OF THE LAST MEETING:

Mr. Stageman proposed and Mr. Douglas seconded that the minutes of the AGM held on 23<sup>rd</sup> May 2013 were accepted as a true record and signed by the chairman.

### 5. ACCEPTANCE OF ACCOUNTS:

- a) 2014 Budget was approved with one minor error of calculation to be corrected.
- b) The audited annual accounts for 2012/13 were accepted and signed by the chairman and Clerk.
- c) The completed and audited Audit Commission Return was accepted and signed by the Chairman and Clerk.

### 6. ACCEPTANCE OF NEW POLICIES AND PROCEDURES:

- a) The 2014 Standing Orders were presented and accepted by the council.
- b) The 2014 Financial Regulations were presented and accepted by the council.
- c) The 2014 Risk Assessment was presented and accepted by the council.
- d) The 2014 Freedom of Information Policy was presented and accepted by the council.

e) General meeting procedures:

It was unanimously decided that all agenda items, including those previously classed as Matters Arising and AOB should be presented to the Clerk at least ten days before any relevant meeting, to allow for distribution prior to that meeting.

**7. MEETING CLOSED:**

There being no further business the meeting closed at 20:03

Signed:..... Chairman

Date:.....