

Barton Mills Parish Council

Clerk to the Council:

Clerk: Abigail Davies
Riverside
16 Worlington Road
Barton Mills
Bury St Edmunds
Suffolk
IP28 7JY

Home (01638) 718909

Chairman: Mrs P Boura
Home (01638) 510504

Minutes of the Annual Meeting of Barton Mills Parish Council 2016

Held in the Village Hall on Tuesday 3rd May 2016 at 7.30 pm.

Circulation: Cllr Pamela Boura (Chairman)
Cllr Amin Harji (Vice Chairman)
Cllr Annette Dawson
Cllr Garry Flack
Cllr Richard Hayward
Cllr Frances Lewis
Cllr Robert Lewis
County Cllr James Waters
District Cllr Brian Harvey
PCSO Tristan Askew
Abigail Davies (Clerk)

0. Courtesies, Apologies and Signing of the Register.

Apologies: Keith Fuller and Steve Mullender

1. Election of Chairman for the coming year

Cllr R Lewis proposed Cllr Boura; all in favour

2. Election of other officers and representatives

Vice Chairman Cllr Harji

Representative on Barton Mills Allotments Association Cllr Flack

Representative on Village Hall Management Committee Cllr K Fuller

SALC Liaison Cllr F Lewis

Responsible Financial Officer Clerk

Lark Valley Liaison Cllr F Lewis

Councillors with responsibility for Finance: Cllr R Lewis and Cllr Harji

Councillor responsible for Planning: Cllr Hayward

Councillor responsible for Inspection of Play Equipment: Cllr Boura

All of the above were proposed by Cllr Dawson; all in favour

3. Accounts for 2015/16 and Annual Governance Statement

- a. The Annual Governance Report was presented by the clerk as RFO. The clerk reported no items had arisen from the internal audit. Cllr F Lewis proposed signing the accounts; all in favour.
- b. Appointment of internal auditor to remain as Ayentee Accountancy Limited. Proposed by Cllr Harji; all in favour.

4. Amendments to Financial Regulations

- a. Clause 6.4
Proposed amendment to delete the words and *countersigned by the Clerk*

6.4. Cheques or orders for payment drawn on the bank account in accordance with the schedule as presented to council or committee shall be signed by two members of council ~~and countersigned by the Clerk~~, in accordance with a resolution instructing that payment. If a member who is also a bank signatory has declared a disclosable pecuniary interest, or has any other interest, in the matter in respect of which the payment is being made, that councillor shall be required to consider Standing Orders, and thereby determine whether it is appropriate and / or permissible to be a signatory to the transaction in question

- b. Propose to reduce the number of signatories required on a cheque from three to two.

Both proposed by Cllr F Lewis; all in favour.

5. Review of Asset Register

A query arose as to the location of the deeds of the playing fields. The clerk to enquire with Bendalls and Gross and Co.

Review deferred to meeting of the finance working group to be held on 23rd June at 8pm.

Signed: *Annette Dawson*

Date: 6th June 2017