

FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL  
Minutes of the Annual Meeting held Monday 13 May 2019 at the Riverside Centre

Present: Councillors Ian Norman, Ian Tayler, Gordon Gilbert, Richard Ayres, Jill Pass, Tim Plant

Apologies: Colin Lee, Rosemary Conibeer, Councillor Carol Poulter (ESC), Councillor Andrew Reid (SCC)

In attendance: Parish clerk Debbi Tayler

**13/19 Election of chairman**

Councillor Tayler proposed the nomination of Ian Norman as parish council chairman. The motion was seconded by Councillor Plant, the motion was unanimously approved. Councillor Norman signed the Declaration of Acceptance of Office.

**14/19 Election of deputy chairman**

Councillor Norman nominated the election of Councillor Tayler. This was seconded by Councillor Pass and the motion was unanimously approved.

**15/19 Apologies**

Apologies were received from Colin Lee, Rosemary Conibeer, Councillor Poulter (ESC) and Councillor Reid (SCC).

**16/19 Declarations of Acceptance of Office**

All councillors present signed the Declaration of Acceptance of Office and consent for their contact details to be published on the PC website and noticeboards as per the General Data Protection Regulations.

**17/19 Declarations of Interest**

There were no declarations of interest.

**18/19 Minutes of meeting held 8 April 2019**

The minutes of the last meeting were unanimously approved and signed.

**19/19 Questions from the public**

There were no questions from the public.

**20/19 Reports from County and District Councillors**

Councillor Poulter's annual report had been received and circulated to the council. Councillor Reid had tabled his annual report in advance of the meeting and this had also been circulated.

**21/19 Clerk's Report**

The correspondence log was circulated.

It was agreed that Councillor Pass would attend the World of Planning meeting arranged by ESC and report back to the council.

**22/19 RFO's report**

The bank balance in Barclays Bank on 30 April 2019 was £6048.34.

DRAFT UNTIL SIGNED

There were two invoices for approval.

Clerk's salary	138.90	Legal power LGA 1972 s.112
PAYE Month 2	34.80	LGA 1972 s.112

The invoices were all approved. The balance in the account is now £5874.64. There were two receipts of £2,250 from SCDC in respect of the first instalment of the precept and £187.40 from HMRC for VAT refunds.

**23/19 The Annual Governance Statement 2018/19**

The clerk went through each statement and the criteria relating to them. All the statements were approved and the statement was signed.

**24/19 The Annual Accounting Statement 2018/19**

The accounting statement was circulated and the figures approved. The statement was signed.

**25/19 Reports from external meetings**

There were no reports.

**26/19 Items for future meetings**

To include the reviews of standing orders, financial regulations, asset register and risk assessments

It was agreed that the June meeting of the council will be cancelled as the clerk is away.

Date of next meeting 8 July.

The meeting was closed at 19.45.

Signed.....Date: \_\_\_\_\_