



## MINUTES

The Annual Meeting of the Parish Council was held on 18<sup>th</sup> May 2021 at 7.00pm in Cledry Meadow, Nancledra

**1. PRESENT:** Mrs Judith Evans (Chairman), Mr Geoff Hollow (Vice-Chairman), Mr Jon Brookes, Mr David Carr, Mr Leslie Hollow, Mrs Annie Philip, Mrs Jenni Thomas-Davy. **IN ATTENDANCE:** Emily Fraser (Clerk) **APOLOGIES:** None

**2. APPOINT A CHAIRMAN FOR 2021-22:** Following discussion it was **RESOLVED unanimously** that Councillor Evans be appointed Chairman for 2021-22.

**3. APPOINT A VICE-CHAIRMAN FOR 2021-22:** Following discussion it was **RESOLVED unanimously** that Councillor G Hollow be appointed Vice-Chairman for 2021-22.

**4. SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE:** Declarations of Acceptance of Office were signed by Councillor Evans as Chairman and Councillor G Hollow as Vice-Chairman and both were witnessed by the Clerk.

The Chairman thanked Councillors for appointing her. She also thanked Councillor G Hollow for accepting the Vice-Chairman's position and was looking forward to working together for another year.

### **5. Councillors to sign their Declaration of Acceptance of Office**

Declarations of Acceptance of Office were signed by all other Councillors and were witnessed by the Clerk.

### **6. FINANCIAL MATTERS:**

#### **a) To consider and approve the RFO's Annual Accounts for 2020/21**

The Clerk had circulated the Annual Accounts prior to the meeting and confirmed that no issues had been raised. The accounts were **APPROVED unanimously**.

#### **b) To consider and approve the Fixed Asset Register for 2020/21**

The Clerk had circulated the Fixed Asset Register prior to the meeting and confirmed that no issues had been raised. The Fixed Asset Register was **APPROVED unanimously**.

#### **c) To receive the Internal Auditor's Report for the Annual Governance Accountability Return (AGAR) 2020/21**

The Clerk had circulated the Internal Audit report completed by Joan Chapman prior to the meeting and confirmed that no issues had been raised.

#### **d) To consider and approve the AGAR 2020/21 Part 2 Certificate of Exemption**

It was **RESOLVED unanimously** that the Chairman sign the Exemption Certificate and it be returned to the External Auditor.

**e) To consider and approve the AGAR 2020/21 Part 2 Section 1 Annual Governance Statement**

This had been prepared by the Clerk and circulated to all Councillors prior to the meeting for consideration. It was then **RESOLVED unanimously to approve the Annual Governance Statement.**

**f) To consider and approve the AGAR 2020/21 Part 2 Section 2 Accounting Statements**

This had been prepared and signed by the Clerk and circulated to all Councillors prior to the meeting for consideration. It was **RESOLVED unanimously to approve the Accounting Statements.**

There being no further business, the Chairman closed the meeting.

Signed: \_\_\_\_\_ Chairman

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