

Tetcott and Luffincott Parish Council
ANNUAL GENERAL MEETING
5th JUNE 2023
7:30pm, The Arscott Hall, Tetcott

Present: Cllr. Tina BARRIBALL (chair), , Cllr. Jonathan BRITTON,
 Cllr. Sylvia DART, Cllr. Mike GREENAWAY,, Cllr. Lynn PETT, Cllr. Terry ROOKE
 (vice chair), Cllr. Nick WONNACOTT

Clerk: Kay NAPIER (KN)

Three members of the public.

ELECTION OF OFFICERS

1. Receiving apologies for absence:

No apologies

2. Election of a Chairman

Cllr. Tina Barriball to stay on for a second year.

Proposed by Cllr. John Britton

Seconded by Cllr. Nick Wonnacott

Cllr. Barriball prepared to accept the role.

Chair to be Tina Barriball for the year 2023-24.

3. Election of a Vice Chairman

Cllr. Terry Rooke to stay on for a second year

Proposed by Cllr. John Britton

Seconded by Cllr. Nick Wonnacott

Cllr. Rooke prepared to accept the role.

Vice Chair to be Cllr. Terry Rooke for the year 2023-24.

4. Minutes of last AGM – 10th May 2022.

Minutes were agreed and signed by Chairman Cllr. Tina Barriball.

Proposer: Cllr. J. Britton

Secunder: Cllr. S. Dart

5. Approval of the Annual Governance Statement

A copy of the Annual Governance Statement 2022/23, having been circulated to all Councillors prior to the meeting was read out by the Chair.

It was proposed by Cllr. Terry Rooke that the council approve the Annual Governance Statement, seconded by Cllr. John Britton.

All in agreement to approve the Statement.

6. Approval of 2022/23 Parish Council Accounts

All documents relating to the Annual Accounts for the year ending 31st March 2023 as shown at Annex A. had been circulated to all Councillors prior to the meeting.

An Internal Audit had been carried out by Mrs. Maralyn Bailey

Cllr. Lynn Pett proposed that the Council approve the Annual Accounts and the Certificate of Exemption AGAR 2022/23 part 2. This was seconded by Cllr. John Britton.

All in agreement to approve the 2022/23 Annual Accounts and the Certificate of Exemption AGAR 2022/23 part 2, which was signed by Chairman Cllr. Tina Barriball

7. Assets Register

A list of the Parish Council current assets was circulated to all Councillors prior to this meeting. A copy of the Register can be viewed at www.tetcottandluffincottpc.org.uk.

8. Grants & Payments approved for 2023-4

Following full agreement, the Clerk Mrs. Kay Napier was given authority to pay all agreed payments in 2023-24 as listed below

Payment £233.97 – BHIB Insurance Renewal (paid May following Cllr. Email confirmation)

Payment £87.27 – DALC Membership Renewal

Payment – Clerk’s Salary - four quarterly payments of £474.11
(£10.42p/h, x3.5hr each week = £36.47)

W/c 3rd July 2023 (13 weeks to Fri 30th June)

W/c 2nd October 2023 (13 weeks to Fri 29th Sept)

W/c 1st Jan 2024 (13 weeks to 29th Dec)

W/c 1st April 2024 (13 weeks to 29th Mar)

Payment £228 – Annual Monitoring of Defibrillator – Duchy Defibrillator

Payment £720 – Direct to Colin Davies RE: Grass Cutting at Holy Cross Church, Tetcott (5x cuts at £144)

Grant – The Arscott Hall Committee (£200)

Grant to Holsworthy Rural Transport - £150 in November.

9. Standing Orders & Risk Assessment

Following a short discussion, it was decided these would undergo a through review by a subgroup before the next meeting.

10. Any Other Business

None

Meeting closed 8:40pm

Chairman:

Date:

Minutes prepared by Kay Napier 12/06/2023