

Minutes
of Sulhamstead Parish Council Annual General Meeting
held at Sulhamstead and Ufton Nervet Village Hall on Thursday 13th May 2021 at 7pm

Declarations of Interest: Members are reminded that declarations of interest should be made where appropriate.

Present: Mrs Margaret Baxter (Chairman), Mrs Rosemary Sanders-Rose, Mrs Diane Woodward, Mrs Liz Penston, Mrs Fiona Jones, Ms Teresa Sosna, Mr Ivan Wise

In attendance: Mrs Elle Gibbons (Clerk)

1. Apologies

Mr Peter Prewer did not attend the meeting.

2. Approval of minutes of AGM 2018-19

The minutes were approved and signed as a true record.

3. Election of Chairman

Mrs Margaret Baxter was proposed by Mrs Sanders-Rose, seconded by Mrs Jones and unanimously appointed as the Chairman. Mrs Baxter agreed to serve as Chairman.

4. Election of Vice Chairman

Ms Sosna was proposed by Mrs Baxter, seconded by Mrs Penston and unanimously appointed as Vice Chairman. Ms Sosna agreed to serve as Vice-Chairman.

5. Appointment of representatives to outside bodies

- a. **Ufton Nervet Fuel Allotment Charity** – Mrs Margaret Baxter and Mr Ivan Wise were appointed
- b. **Willink Leisure Centre** - Mr Ivan Wise and Mrs Diane Woodward were appointed
- c. **SUN Village Hall** – Mrs Rosemary Sanders-Rose was appointed
- d. **A.W.E.** – Mrs Diane Woodward was appointed
- e. **B.M.N.A.G.** – Mrs Margaret Baxter and Mrs Liz Penston were appointed

6. Appointment of committee members

- a. **Finance Committee** – Mrs Margaret Baxter, Mrs Liz Penston and Mr Ivan Wise were appointed.

7. Confirmation of Standing Orders

It was agreed that Councillor Jones would review the Standing Orders and present any changes required to the Council at the next full meeting, to be held in July. **Action: Councillor Jones**

8. Declaration of Interests by Members

The Clerk would circulate the Declaration of Interests form to all Councillors to submit.
Action: Clerk

9. Any Other Business

The Internal Auditor had concluded that the Council had maintained adequate and effective internal control arrangements. Subject to some minor issues noted, the Internal Audit Report was signed in the AGAR providing positive assurance on each of the control areas. The report had been circulated to the Councillors.

The Council unanimously agreed to adopt the report.

Section 1 Annual Governance Statement was signed by the Chairman and Clerk, a minute reference would be provided on the form.

Section 2 Accounting Statements were signed by the Chairman, a minute reference would be provided on the form.

The meeting closed at 7.30pm.