

## MINUTES OF SCROOBY ANNUAL PARISH MEETING 7.30pm Monday 13 May 2019

**DRAFT**

**Present** Chair(s) Ed Marshall + Heidi Robbins, Elaine Gargett, Christine Bailey, Stephen Lincoln, Phil Walton, Clerk and Treasurer Tony Smith. There were no parishioners present.

**Apologies** Frank White, Barry Bowles, County Councillor Tracey Taylor.

1. The minutes of the last Annual Parish Meeting were approved as a true record. Proposed by Elaine Gargett, Seconded by Christine Bailey. All agreed.
2. Ed Marshall had previously signified his wish to stand down as Parish Chairman. That was confirmed, but Ed did say he would continue to lead as the Parish Council Mayflower 400 representative and complete the work he had done and put in place. It was also suggested that a way be found to co-opt Bev Hughes to the Council as well. Ed was soundly thanked for all his hard work over the past years as Chairman. Therefore a discussion ensued about the person / role / timing of a successor. Eventually an agreement was accepted by Heidi Robbins to a) accept the Chair for the next year with b) a view to retire herself after the 2020 Annual Parish Meeting. Proposed: Ed Marshall, Seconded Elaine Gargett. All agreed. Heidi then took the Chair for the rest of the Annual Parish Meeting as are the rules.
3. Following the change of Chair, a small discussion ensued and Stephen Lincoln was proposed as Vice Chairperson, in support of Heidi. Proposed: Phil Walton, Seconded: Ed Marshall. All agreed.
4. The Council agreed that the new Chairperson's allowance remain the same as the previous year, at zero. The Council also agreed that the present Bank Mandate signatories continue until the changeover to include Stephen Lincoln.
5. The Chairperson's Report was presented by the outgoing Chair, Ed Marshall. That was accepted and the Council thanked Ed for his report and his long service on behalf of Scrooby Parish.
6. The Treasurer gave out his report.  
The Treasurer's report and management accounts were reviewed and accepted unanimously by the Parish Council.
- 6.1 As the reports confirmed that the 2018\_19 accounts did not exceed the £25,000 Expenditure or Income limit rules the Council accepted the Certificate of Exemption, that was signed by Treasurer and Chair.
- 6.2 The Annual Governance Statement was read out and agreed.
- 6.3 The Accounting Statement was also accepted unanimously.  
The Annual Accounts document was completed and signed by the Chair and the Clerk. (full details of all three documents can be found on the [www.scrooby.net](http://www.scrooby.net) website.)  
The Parish Council registered their thanks to Graham Robbins and Tracy Crowe for the completion of the internal audit of the accounts and particularly to Graham and Tony for their advice and counsel on our Financial Regulations and Standing Orders
7. In absence, the outgoing District Councillor Barry Bowles presented his report. The Parish Council then recorded it's thanks to Barry for all his hard work on our behalf, particularly on Planning issues, over the last 8 years. It was also agreed to forward his report to the new incumbent for his information.

8. Any Other Business.  
There was none.

Annual General Meeting closed 8.09 pm