

CABUS PARISH COUNCIL

Minutes of the Annual Parish Council meeting held in Cabus Village Hall on
Monday 20th May 2019 at 7:00pm

Record of members present: Parish Cllrs R Hastings, L Hurley, L Jackson, M Houghton and T Suart.

In attendance: Wyre Borough Councillor Sir R Atkins, Lancashire County Cllr Turner, L Banton, Parish Clerk and Responsible Financial Officer

1901. Apologies for Absence

Wyre Borough Councillors Lady D Atkins and A Collinson

1902. Election of Chairman

It was proposed and carried unanimously that Cllr R Hastings be elected Chairman of the Council for the ensuing year. Cllr Hastings accepted the position.

Cllr Robert Hastings was elected as Chairman of Cabus Parish Council for the next 12 months and signed the Declaration of Acceptance of Office.

1903. Election of Vice-Chairman

It was proposed and carried unanimously that Cllr L Jackson be elected Vice-Chairman of the Council for the ensuing year. Cllr Jackson accepted the position.

Cllr Louise Jackson was elected as Vice-Chairman of Cabus Parish Council for the next 12 months and signed the Declaration of Acceptance of Office.

1904. Declarations of Acceptance of Office

Councillors completed their declaration of office and were sworn in as Cabus Parish Councillors for a 4 year term.

1905. Disclosable Pecuniary Interests

Councillors completed their Register of Disclosable Pecuniary Interests and returned the forms to the Clerk for progression to Wyre Borough Council and publishing on the Wyre BC web site. Councillors were reminded that any changes to their Register must be made within 28 days of first occurrence.

Public Participation

The meeting was adjourned to enable County Cllr Turner to report as follows:

Gully clearing - bus-stop at end of Gubberford Lane has been done, remaining gullies will be cleared within next 28 days. Road resurfacing – due to be undertaken on Woodfold Lane, Winmarleigh Bridge, Six Arches (and will check on Gubberford Lane).

The meeting was reconvened at 7.09pm at which point Cllr Turner tendered his apologies as he was due at another Parish Council Meeting elsewhere.

1906. Appointment of Representatives on Outside Bodies

Wyre Area Lancashire Association of Local Councils –Cllrs M Houghton and R Hastings

Cabus Village Hall –Cllr L Jackson

Parish Planning Ambassador – Cllr A Suart

It was resolved that the above representatives be appointed for 2019-2020

1907. Finance & Audit 2018-2019

The Council received and reviewed the following:

1907/1 End of Year Accounts 2018/19

It was resolved to approve the end of year accounts which were then signed and dated by the Chairman

1907/2 Certificate of Exemption

It was resolved to approve the signing of the Certificate of Exemption which was then signed by the Chairman and the Responsible Financial Officer.

Annual Governance and Accountability Return (Part 2) – For Statutory Publication, comprising:

1907/3 Annual Internal Audit Report

Cllrs noted the contents of the completed report.

1907/4 Section 1 – Annual Governance Statement

It was resolved that the Annual Governance Statement be approved and that the Chairman and the Clerk should sign the same on behalf of the Council.

1907/5 Section 2 – Accounting Statements

It was resolved that the Accounting Statement be approved and that the Chairman should sign the same on behalf of the Council.

It was noted that the statutory notice for the exercise of electors’ rights to inspect the accounts and the period of inspection (17th June 2019 – 26th July 2019) would be published on the parish notice board and website.

1908. Insurance 2019/2020

It was resolved to renew the insurance with BHIB (3rd year of 3 yr contract originally placed with AON) at a cost of £343.29.

1909. Changes to Authorised Financial Signatories

It was resolved to amend the Authorised Financial Signatories to include: Cllrs Jackson, Hurley and Suart and to remove ex-Cllrs Bruce and Cammack. The Authorised Financial Signatories following completion and submission of the required NatWest forms: Cllrs Hastings, Houghton, Hurley, Jackson and Suart.

1910. Meeting Schedule 2019-2020

It was resolved that Cabus Parish Council will meet on the following dates in Cabus Village Hall at the time shown (subject to confirmation of village hall room availability).

15th July (wk 3) 2019 at 7.30pm

23rd September (wk 4) 2019 at 7.30pm

25th November (wk 4) 2019 at 7.30pm

13th January (wk 2) 2020 at 7.30pm

16th March (wk 3) 2020 at 7.30pm

18th May (wk 3) 2020 (Annual Parish Council Meeting at 7.00pm followed by Ordinary Parish Council Meeting at 7.30pm)

The meeting closed at 7.25pm

Signed:
Chair of Cabus Parish Council

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