

CABUS PARISH COUNCIL

Minutes of the Annual Parish Council meeting held in Cabus Village Hall on Monday 21st May 2018 at 7:00pm

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

In attendance: L Banton, Parish Clerk and Responsible Financial Officer, Wyre Borough Cllrs Atkins and Collinson.
One member of the public

1801. Apologies for Absence

None received although noted that LCC Cllr Turner and WBC Cllr T Balmain might be attending Garstang TC meeting.

1802. 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.

1803. 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.

1804. To Receive any Declarations of Interest

None received

1805. Appointment of Representatives on Outside Bodies

Wyre Area Lancashire Association of Local Councils

Cllrs Ruth Bruce and Louise Jackson

Cabus Village Hall

Cllr Ruth Bruce

Parish Planning Ambassador

Cllr Mark Houghton

It was resolved that the above representatives be appointed for 2018-2019

1806. Finance & Audit 2017-2018

The Council received and reviewed the following:

1806/1 End of Year Accounts 2017/18

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

1806/2 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:

1806/3 Annual Internal Audit Report

Cllrs noted the contents of the completed report.

1806/4 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.

1806/5 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 (4th June 2018 – 13th July 2018) would be published on the parish notice board and website.

1807. Insurance 2018/19

It was resolved to renew the insurance with BHIB (2nd year of 3 yr contract originally placed with AON) at a cost of £330.72.

1808. Bank Authorisation Letter

It was resolved to sign the letter to NatWest to enable the Clerk to discharge routine banking activities (but not as a signatory) on behalf of Cabus Parish Council.

1809. Review of Clerk's Salary

It was resolved to implement the National Salary Award for 18/19 as recommended by NALC and SLCC plus a discretionary point increase. Signatories signed the Bank Mandate to amend the current Standing Order.

1810. Meeting Schedule 2018-2019

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).

16th July (wk 3) 2018 at 7.30pm

24th September (wk 4) 2018 at 7.30pm

26th November (wk 4) 2018 at 7.30pm

14th January (wk 2) 2019 at 7.30pm

18th March (wk 3) 2019 at 7.30pm

20th May (wk 3) 2019 (Annual Parish Council Meeting at 7.00pm followed by Ordinary Parish Council Meeting at 7.30pm)

The meeting closed at 7.30pm

Signed:
Chair of Cabus Parish Council

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