

CABUS PARISH COUNCIL

Minutes of the Annual Parish Council meeting held in Cabus Village Hall on Monday 15th May 2023 at 7:00pm

Record of members present: Parish Cllrs A Birchall-Farr, R Hastings, L Jackson, M Houghton, J Slater and T Suart.

In attendance: L Banton, Parish Clerk and Responsible Financial Officer

2301. Apologies for Absence

None

2302. 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.

2303. 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.

2304. Declarations of Acceptance of Office

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

2305. Disclosable Pecuniary Interests and Other Interests

Councillors completed their Register of Disclosable Pecuniary Interests and Register of Other Interests and returned the forms to the Clerk. Councillors were reminded that any changes to their Register must be made within 28 days of first occurrence.

2306. 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 23-24

2307. Finance & Audit 2022-2023

The Council received and reviewed the following:

2307/1 End of Year Accounts 2022/23

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

2307/2 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:

2307/3 Annual Internal Audit Report

Cllrs noted the contents of the completed report.

2307/4 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.

2307/5 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 (5th June 2023 – 14th July 2023) would be published on the parish notice board and website.

2308. Insurance 2023/2024

It was also noted that the renewal cost quoted by BHIB was £443.56. **It was resolved to place the insurance with Zurich Municipal at a cost of £264.**

2309. Meeting Schedule 2023-2024

It was resolved that Cabus Parish Council will meet on the following dates in Cabus Village Hall at the time shown.

17th July (wk 3) 2023 at 7.30pm

11th September (wk 3) 2023 at 7.30pm

13th November (wk 3) 2023 at 7.30pm

8th January (wk 2) 2024 at 7.30pm

11th March (wk 3) 2024 at 7.30pm

13th May (wk 3) 2024 (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

Date.....