

# CABUS PARISH COUNCIL

Minutes of the Annual Cabus Parish Council meeting held at Cabus Village Hall on  
Monday 13 May 2024 at 7:00pm

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

**In attendance:** Wyre Borough Councillors Sir R Atkins and Lady D Atkins; L Banton (Parish Clerk)

**2402. APOLOGIES FOR ABSENCE**

Borough Councillor A Collinson and County Councillor S Turner

**2403. 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.**

**2404. 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.**

**2405. DECLARATIONS OF INTEREST - none**

**2406. Appointment of Representatives on Outside Bodies**

Wyre Area Lancashire Association of Local Councils –Cllr R Hastings

Cabus Village Hall –Cllr L Jackson

Parish Planning Ambassador – Cllr A Birchall-Farr

**It was resolved that** the above representatives be appointed for 24-25

**2407. Finance & Audit 2023-2024 -The Council received and reviewed the following:**

2407/1 End of Year Accounts 2023/24

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

2407/2 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:**

2407/3 Annual Internal Audit Report - Cllrs noted the contents of the completed report.

2407/4 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.

2407/5 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 (3<sup>rd</sup> June 2024 – 12<sup>th</sup> July 2024) would be published on the parish notice board and website.

**2408. Insurance 2024/2025**

**It was resolved to place the insurance with Zurich Municipal at a cost of £264.**

**2409. Meeting Schedule 2024-2025**

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

8<sup>th</sup> July (wk 2) 2024 at 7.30pm

9<sup>th</sup> September (wk 2) 2024 at 7.30pm

11<sup>th</sup> November (wk 2) 2024 at 7.30pm

6<sup>th</sup> January (wk 1) 2025 at 7.30pm

10<sup>th</sup> March (wk 2) 2025 at 7.30pm

12<sup>th</sup> May (wk 2) 2025 (Annual Parish Council Meeting at 7.00pm followed by Ordinary Parish Council Meeting at 7.30pm)

**The meeting closed at 7.20pm**