DRAFT
GREAT EASTON PARISH COUNCIL

Minutes of the Annual Parish Meeting held on the 13th May 2024 in the Village Hall at 7.30pm

Present: P Long (Chairman), C Johnston, L Walsh, R Wilson and D Gibley (Clerk).
In attendance: D Cllr M Rickman and Mrs M Law.

52/24 Apologies for absence
Cllrs F Smith and B Hemmings.

53/24. The Chairman welcomed everyone to the meeting.

54/24. Previous minutes.
The minutes of the Annual Parish Meeting of 15th May 2023, previously circulated, were approved.

55/24 Matters Arising.
None.

56/24. Elections.
- **Chairman.** Cllr Walsh proposed that Cllr Long continue as Chairman, seconded by Cllr Wilson and agreed unanimously. Cllr Long, whilst accepting, indicated his intention to stand down in the near future.
- **Vice Chairman.** The Chairman proposed that Cllr Wilson be Vice Chairman, seconded by Cllr Johnston and agreed unanimously.

57/24. Annual Accounts
The Clerk, in his role as RFO, said the annual accounts for the FY ending 31 March 2024, have been audited by former Cllr Paul Brittain and certified correct. The total income and expenditures have remained below the £25,000 threshold, so there is no requirement for an additional external audit.
He made the following points in relation to the Summary of Income and Expenditures:
- **Income/Expenditures.** There was a recorded surplus of expenditure over income of £2,542 and a total carry forward of £18,096,
- **Precept**. The Precept of £12,849 has remained unchanged for a third year.
- **Village Hall Transfers.** The Village Hall improvements, funded through the PC account, have been cost neutral.

- Reserve/Precept. The total funds of £18,096 equate to approximately £ 5,000 more than the planned one year of regular expenditures. This has allowed the Precept for 2024/25 to remain unchanged for a third year. The RFO again recommended that this level of reserve provides the PC with the flexibility to respond positively to unexpected expenditures.

- VAT. VAT has continued to be successfully reclaimed.

-Audit. The external auditor for 2024 will again be Moore Ltd .

Cllr Brittain has reported that the financial accounts and their reporting to the PC continued to be of a high standard and thanked the RFO for his work, noting that the amount of work has increased due to the frequency of the Village Hall transfers.

- **AGAR Form 3 and Annual Governance Statement.** Both documents were approved and signed.

The Chairman concluded by thanking the RFO for his detailed presentation of the accounts.

58/24. Insurance and Annual Risk Assessment

The Clerk reported that the Annual Insurance policy has been renewed with Zurich Municipal and confirmed that Public Liability cover remains at £10M.

The annual Village Risk Assessment perambulation was agreed to be scheduled for Monday 17 June, starting at 6pm at the small cemetery.

59/24. Sub-Committee and Charity reports.

- Village Hall and Recreation Field. The Chairmans report for both the Village Hall and Recreation Field have been circulated and are attached to the minutes.

The key points are:

. **Village hall**. Major refurbishment has continued to be funded and implemented. Hall hire charges have been slightly increased but hall bookings, including private functions remain steady. The Chairman Mr Tim Smith has announced his decision to stand down at the end of the year.

- **Recreation Field.** New volunteers have been found for the regular mowing but a recent equipment report has highlighted the need for some costly repairs.

Both committees continue to operate most successfully for the benefit of the local community. The Parish Council directed that its appreciation of the work and commitment by the respective committees should be recorded.

PC Representatives. The following PC representatives were agreed:

- Village Hall – Cllr Wilson
- Recreation Field – Cllr Johnston

- **Valentine Goodman Charity.** Mrs Vizma and Mrs Gibb continue to be the two village trustees and both have indicated their willingness to continue. A comprehensive report has been circulated and is attached to the minutes. The work of the charity has been well publicised during the year.

60/24. Councillors' Responsibilities

Cllrs agreed to the following individual responsibilities:

Cllr Long	-	Chairman, Community and Heritage.
Cllr R Wilson	-	Vice Chairman, Planning, Neighbourhood Planning.
Cllr C Johnston	-	Tree Warden, Conservation, Grass cutting and Environment
Cllr L Walsh	-	Website, Transparency, Communication and Defibrillator
Cllr B Hemmings	-	Footpaths, Rights of Way, and Flood Alleviation
Cllr F Smith		Police Laison
D Gibley	-	Parish Clerk and Responsible Finance Officer (RFO)

61/25. Date of next Annual Parish Meeting

Monday 12th May 2025.

DAC Gibley
(Clerk)

Cllr P Long
(Chairman)