

CAMPSEA ASHE PARISH COUNCIL

MINUTES OF ANNUAL MEETING HELD ON TUESDAY 17TH MAY 2022 AT 19.00PM

The meeting was held at Station House

ANNUAL MEETING OF THE COUNCIL

Present: Richard Fernley (RF), Ed Berger (EB) Clare Reid (CR), Shaun Wilson (SW) Clerk Klaus Fortmann (KF); Cllr Alexander Nicoll (AN), and several members of the public

Apologies received: Hannah Pauly (HP); Cllr received all relevant information prior to meeting.

Meeting opened at 19.00pm

1. **Election of Chairman** – Ed Berger was proposed by RF and seconded by CR and unanimously elected. Declaration of Acceptance of Office signed.
2. **Election of Vice Chairman** – Clare Reid was proposed by RF and seconded by SW and unanimously elected to the position in a temporary basis until a full council is in place. Declaration of Acceptance of Office signed.
3. **Election/appointment of other officers** – Parish Clerk KF was appointed as RFO. SW, EB & will act as cheque signatories.

Clerk was appointed as liaison with Village Hall Committee.

Clerk together with former Councillors DB will continue checks/maintenance on Play Area etc.

Environment Committee; SW; CR, EB

Finance Committee; EB, SW, HP (cheque signatories EB/SW/HP)

Planning Committee; HP, CR, (and new members due to join)

Others to be appointed to responsibilities as necessary and when new councillors are in place.

Current two vacancies for Parish Councillors will be filled at subsequent PC meeting.

Register of Interests update has been checked during year.

4. **The Annual Governance Statements** were read out and each item was agreed and the statement was duly signed by KF and EB. These documents will be posted on the website as advised by SALC/SBA team. The Internal Audit report was considered and agreed.

5. **The draft Accounts and Accounting Statements for year to 31/3/22**, having previously been circulated, were agreed and the Accounting Statements were signed by EB and KF as chairman & RFO.

6. **The Certificate of Exemption – AGAR 2021/22 Part 2** were agreed and signed by EB and KF as chairman & RFO.

Copies of the above documents 4,5 & 6 plus others will be posted on the PC website as advised by SALC/SBA team. The Internal Audit report was considered and agreed.

7. **Standing Orders/Financial Regulations/Code of Conduct** as updated over the course of the previous year were agreed by all and unanimously approved.

Meeting closed at 19.26 ; EB

The next Annual Meeting of the Council & AM of the Parish will be held

on May 18th, 2023

MINUTES OF ANNUAL MEETING OF THE PARISH – HELD ON 17TH MAY 2022

Meeting opened at 19.27

- 1, **The Chairman welcomed all.** Attendance as above.
- 2, **Apologies were received** as above
- 3, **The minutes of the AMC & AMP Meeting 18th May 2021 were adopted.**
- 4, **Chair's report** – Was read out and is attached.
- 5, **The Clerk as acting RFO presented the previously agreed draft accounts for 2021/22** The financial position of the Council has remained at roughly same level as previous year.
- 6, **County Councillor Alexander Nicholl gave a report** – attached

District Councillor Carol Poulter provided a brief verbal summary of her report submitted and distributed via email. It can also be made available to the public on request.

7, **Village organisations** – Village Hall's actions and activities (renovation being the major news) were relayed by RF. Station House reported on another successful year and WAC updated on their activities and plans for the Village.
The meeting was closed at 20.45

Date of next AMC/AMP Tuesday 18 May 2023 at 7.00pm at Station House

EB/CR