

# Priest Hutton Parish Annual General Meeting

Chairman

Mr N.D. Adams

Bank House, Priest Hutton

Clerk to the Parish Meeting

Mrs D.M. Adams

Bank House, Priest Hutton

## Minutes of the Priest Hutton Parish Annual General Meeting held on Tuesday 21st May 2024 at 7.30 pm in Borwick & Priest Hutton Memorial Hall

1. Apologies for absence: - 5- Diane Sunderland, Eric Rooney, Phil Horsfield, Susan Tyldsley and Lesley Southwart.

People present: - 17 –Phillipa Williamson, Analise Stoye, Andrew Stoye, Jean Johns, Tony Johns, Jean Gudgeon, Richard Spencer, Susan Pickthall, Lesley Fairclough, June Prew, Daivd Parker, Ken Dunn, Steve Vaughan, Olivia Barraclough, Nigel Adams, and Diane Adams.

2. Minutes of the Annual General Meeting held on Tuesday 16 May 2023

Minutes of the last AGM meeting held on the 16<sup>th</sup> May 2023 were distributed to those present, and were proposed to be a true record of that meeting by Mr Tony Johns and seconded by Mr Andrew Stoye. Everyone was in favour.

3. Matters Arising

The Chair reported that the Treasurer had investigated the matter of interest rates receivable but due to the nature (a Parish Body) the Banks could not offer anything worthwhile – the Treasurer will keep the matter under review.

No further matters arising.

#### 4. Treasurers Report

- (a) As the Treasurer was unable to attend the meeting the Chair distributed a Receipts and Payments Account for the year ending 31<sup>st</sup> March 2024. The accounts showed a cash surplus of £4,618.81.

The Chair made the following observations: -

- The precept income of £3,000 matched the annual expenditure which was £2,923.00.
- This is why the closing cash reserves of £4,619 very nearly matched the opening cash reserves of £4,514.00
- The Chair noted that the precept for 2024/2025 had been set at £3,000 in the previous January Parish Meeting.
- All the items of expenditure closely matched the budget for 2023/2024 save for the following: -
  - (a) The approved expenditure of £1,130 for the renovation of the telephone box, village notice board and village bench, fell into the March 2024 accounts. It was expected that this expenditure would arise in the previous March 2023 financial year.
  - (b) A contribution of £200 to a social event, £400 towards grit bins and £90 on miscellaneous costs had not been expended in the year.
  - (c) Additionally small savings were made in other areas for example £124 on grass cutting.
- The Chair noted that a copy of the accounts will be posted on the notice board along with The Annual Governance Statement of 2023/2024.

#### 5. Matters Arising from the Treasurers Report

Ken Dunn commented that there will be some small additional contribution required for the running of the Parish website.

It was proposed by Mrs Lesley Fairclough and seconded by Mr Steve Vaughan that the accounts be accepted. Everyone was in favour.

The Chair informed the meeting that in connection with the Annual Governance statement he was required to make a declaration regarding the financial running of the Parish. The Governance declaration asked him to confirm eight points which he read to the meeting. The declaration was approved by all those at the meeting, and therefore was signed by the Chair and a copy of this will be placed on the village noticeboard.

#### 6. Election of officers

Mr Phil Horsfield had made himself available to continue in the role of Treasurer. This appointment was proposed by Mr Tony Johns and seconded by Mr Ken Dunn and was passed unanimously.

Mr Nigel Adams confirmed he was willing to continue as Chairman for one further year only, this appointment was proposed by Mr Ken Dunn and seconded by Mr Tony Johns and was passed unanimously.

Diane Adams, the present clerk, had previously indicated that she would stand down at this meeting after fulfilling the 3-year term she promised when elected. Efforts had been made to seek a new clerk, with all residents of the parish being notified of the vacancy. The Meeting was informed that nobody yet had come forward to offer their services and therefore the post would be unfilled. The Chair said that he would cover the duties of the Clerk in the meantime as far as possible.

#### 7. Any Other Business

It was asked if there should be a second main signatory to the Parish bank account in case the Treasurer was unavailable at the time a payment was to be made. The Chair said that he would discuss this with the Treasurer.

#### 8. The next A.G.M.

Will be held on Tuesday 13<sup>th</sup> May 2025 at 7.30 p.m. in the Village Hall.

The meeting closed at 7.50 p.m.