

LITTLE WILBRAHAM & SIX MILE BOTTOM PARISH COUNCIL

MINUTES of the Parish Council Annual General Meeting 2016/2B held in St John's Church, Little Wilbraham at 10.30pm on Wednesday 11 May 2016

Present: Cllrs C Tebbit (Acting Chairman), J.Bramwell, D Humphrey, P Lambton, G Clifford, CCllr J Williams, DCllr R Turner, R Tilbrook, D Lee, S Lee, C Daunton, 1 resident from SMB, D Bramwell (Parish Clerk),

16/14: Minutes of previous Parish Council Annual General Meeting held on 6 May 2015 at St John's Church, Little Wilbraham were approved and signed by the Acting Chairman.

16/15: Apologies for Absence: P Addecott, A Stead

16/16a: Financial Regulations (last approved on 6 May 2015) were reviewed and, unanimously agreed by all Parish Councillors present that they were still relevant.

16/16b: Internal Auditor agreed by all Parish Councillors present should remain as Geoffrey Mann (FCIE) of Geoffrey Mann Ltd (Accountancy & Book-keeping), Dee House, Highworth Avenue, Cambridge, CB4 2BQ; Tel: 01223 353161; Email: Geoff@deehouse.org.uk.

16/16c: External Auditor: was confirmed as PKFLittlejohn, 1 Westferry Circus, Canary Wharf, London E14 4HD, Tel: 02075162200; Email: sba@pkf-littlejohn.com.

16/17: Review of Budgetary Control: It was confirmed that the financial budget was reviewed at each ordinary Parish Council Meeting held five times each year.

16/18: Review of Bank Signatories: It was agreed that, due to resignations from some longstanding Parish Councillors, this item would be included in the next Parish Council Meeting on the 20 July 2016.

16/19: Review of Annual Donations: It was agreed that the following donations, awarded during 2015-16 would remain the same for 2016-17, but may be reviewed again during that year: £500 to St John's Church, Little Wilbraham & St George's Church, Six Mile Bottom to be used for works to the external grounds and £100 to Wilbrahams' Youth Group to be used for materials and equipment.

16/20: Review Health & Safety Assessments and Insurance Cover: It was agreed to renew the Annual Insurance Cover Policy through insurance brokers AON Ltd. Renewal date 1st June 2016. Awaiting ROSPA inspection of playground equipment on the Recreation Ground, Little Wilbraham; to be reviewed at next Parish Council Meeting on 20 July 2016.

16/21: Close of Meeting – 10.55 pm

Signed _____ (Chair)

Date _____

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