

## **EASTON PARISH COUNCIL**

The Annual General Meeting of the Easton Parish Council was advertised and held on Thursday, 8<sup>th</sup> May 2014 in St Peter's Church, Easton commencing at 8.00pm. No members of the public were present.

**Apologies for absence:** none received, all members of the Parish Council were present viz Michael Baker, Richard Burton, Charles Nixon, Stephen Thomason and Clive Wood.

**Election of Chairman:** the clerk requested nominations for the election of chairman for the forthcoming year. Clive Wood proposed Michael Baker and this was seconded by Stephen Thomason. Mr Baker agreed to stand, a vote was taken and he was unanimously elected. Mr Baker accepted the office and took the chair.

**Minutes:** the minutes of the last Annual General Meeting held on 22<sup>nd</sup> May 2013 were read, approved and signed as a correct record.

**Matters arising:** none

**Accounts:** year ending 31<sup>st</sup> March 2014

The clerk as the responsible financial officer for the Parish Council presented the accounts for the year ending 31/03/2014; a copy of the receipts and expenditure and bank reconciliation having previously been circulated to each Parish Councillor. No queries being raised the accounts were approved and then signed by the Chairman and the RFO.

The Annual Return was presented. Section 1 Accounting Statement having been completed by the RFO shows assets at the original cost with no depreciation, as advised by PKF Littlejohn LLP and was approved. Section 2 Annual Governance Statement was presented by the Chairman, completed and approved. Both sections were then signed by the Chairman and the RFO. The accounts are now to go to Martin Buckley to carry out the internal audit before submission to the auditors PKF Littlejohn LLP.

**Any other business for next meeting** – none.

The Chairman thanked everyone for attending and closed the meeting at 8.25pm