

EASTON PARISH COUNCIL

The Annual General Meeting of the Easton Parish Council was arranged and advertised to be held on Thursday, 29th May 2025. All members of the Parish Council had been summoned to attend at 7.30pm in St Peter's Church, Easton.

The clerk opened the meeting at 7.30pm; no members of the public or press present.

- 870 Apologies for absence: none received all members, Mrs P Bell and Messrs. Michael Baker MBE, Richard Burton, Stephen Thomason and Clive Wood present

Apologies from Dr B Davis and Mrs Beth Davis, no other members of the public present.

- 871 Election of Chairman: The clerk asked for nominations for the Chair for the year. Mr Thomason proposed Mr Michael Baker and this was seconded by Mr Burton. Mr Baker agreed to the nomination and the vote taken was unanimously in favour. Mr Baker accepted the position and took the Chair.
- 872 Declaration of financial or personal interest: to receive members' declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any agenda item. None
- 873 Minutes AGM 09/05/2024 approved and signed 11/07/2024 were read with no comment made.
- 874 Matters Arising none
- 875 **Accounts** year ending 31/03/2025
The Receipts and Expenditure account for the year was presented, signed by the clerk/RFO. This was approved and signed by the Chair. The Bank statement as at 31/03/2025 was confirmed and signed by the Chair.

Annual Governance & Accountability Return year end 31/03/2025

It was resolved to record as approved under the following references

- i. Declare and sign Certificate of Exemption AGAR 2024/25
- ii. approve Section 1 – The Annual Governance Statement 2024/25
approve Section 2 – The Accounting Statements 2024/25

As the Internal Auditor has not yet completed the Annual Internal Audit Report for the year an additional meeting will be held to approve this. The Notification of Public Rights will be published on receipt of the Internal Audit Report.

The Certificate of Exemption and Accounting Statements will be filed when the Annual Internal Audit Report has been completed and approved.

The Certificate of Exemption, Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights to be published on the authority website before 1 July 2025.

M Baker

10th July 2025

It was noted that compliance with Assertion 10 as part of the Annual Governance Statement process next year is required. Mt Thomason reported he had joined a CAPALC webinar and is to check whether the existing Parish Council website will cover this.

- 876 **Statutory Documents** – it was agreed the Statutory Policies be reviewed and updated with no amendment and effective from 29/05/2025

Child & Vulnerable Adults – Safeguarding Policy/03
Equality & Diversity – 05/2025
Standing Orders – NALC v2 – 05/2025
Code of Conduct – May 2025

- 877 **Matters for next AGM – AGAR 2025-2026**
review of Statutory Documents

Matters for next meeting - completion and approval Internal Auditor's Report
- appointment of Internal Auditor for 2025/2026
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- 878 Date & Time of next meeting - 26th June 2025

The chairman thanked all for their participation and help closed the meeting at 8.10pm

M Baker

10th July 2025