

## Cloughton on Brock Parish Council

Minutes of the Parish Council Annual General Meeting held on the 16 May 2023 commencing at 7.30pm, in the Memorial Hall.

### 1. Election of Chairman for 2023/2024

Councillor F. J. Fitzherbert-Brockholes was re-elected as Chairman, proposed by Councillor S. Dewhurst seconded by Councillor J.M. Gornall.

### 2. Those Present

Councillor F.J. Fitzherbert-Brockholes  
Councillor S. M. Dewhurst  
Councillor E. J. Leach  
Councillor R. T. Eccles  
Councillor J. M. Gornall  
Councillor S. Turner - LCC  
J E Hallas – Parish Clerk

### 3. Apologies

Councillor R. B. Clark

### 4. Minutes of the Last Meeting held on the 12 April 2022.

The minutes of the last meeting were resolved to be a true record of that meeting.

### 5. The Councillors present renewed their Declarations of Acceptance of office and updated if applicable their member's interest's forms. Councillor Clark will be asked to do this at the next opportunity.

### 6. Chairman's Annual Report

The Chairman thanked Council Members for their support and commented on the successful Parish events held for the Queen's Platinum Jubilee. He also commented on initiatives the Council had taken during the year to put in objections to undesirable planning applications and the efforts being progressed to strengthen the Memorial Hall Management Committee.

### 7. Election of Vice – Chairman

Councillor E. Leach was elected as the Vice-Chairman (proposed by Councillor S. Dewhurst and seconded by Councillor R.T. Eccles).

## Claughton on Brock Parish Council

8. The Council discussed the forthcoming AGM of the Memorial Hall Management Committee, to be held at the Memorial Hall on the 7<sup>th</sup> of June 2023. Councillors J.M. Gornall, R.B. Clark and S.M. Dewhurst are all currently members and trustees of the committee and have indicated that they will stand for re-election at the AGM.
9. Annual Governance and Accountability Review for 2022/2023  
  
The Council reviewed the Internal Audit and all of the other documents related to the Annual Governance Review for the year 2022/2023. The Annual Governance Statement was thoroughly reviewed, checked, and approved and signed by the Chairman and the Clerk. The return will be submitted for external audit and the notice of public rights, and all documents will be added to the Parish Council website and placed on the Parish Noticeboard at the beginning of June 2023.
10. Representation of the Parish Council at the Local Association of Local Council's Quarterly Meetings will continue on a who is available basis, and the Clerk will also attend if no other commitments arise.
11. The Council discussed the Memorial Hall, the only item of maintenance that is the Council's direct responsibility is for the septic tank. The remainder of maintenance responsibility resides with the Management Committee.
12. The Clerk informed the meeting that the Annual Insurance premium for the Council had increased by approx. £60.00 to a renewal amount £218.81.
13. The Council approved the Cheque payments made since the last quarterly meeting held on the 15<sup>th</sup> of March 2023.
14. Discussion regarding membership of the LANPAC was deferred until the next quarterly meeting of the Council scheduled for Wednesday 19<sup>th</sup> of July at 7.30pm.

The meeting closed at 8.30pm

Minutes prepared by J.E. Hallas – Clerk:

Signed:

Minutes Approved by the Chairman:

Signed:

Dated: