

BRANCEPETH PARISH COUNCIL

Minutes of The Annual General Meeting of Brancepeth Parish Council held on Monday 23rd May 2011 in the Village Hall, Brancepeth commencing at 7.45pm

Present: Councillors S. Murray, (Chair), J. Brown, P. Fitchett, G. Harrison and D. Thomas

Also Present: County Councillor J. Wilkinson and G. F. Smith (Clerk)

Apologies: Councillor F. Coffield and P. Pickles and Miss M L Rowland (Assistant Clerk)

AGM 01/11 Election of Chair

It was agreed to re-elect Councillor Murray to the Office of Chairman for the year 2011/12

AGM 02/11 Declaration of Acceptance of Office

Councillor Murray and the Clerk (Proper Officer) signed the Declaration of Office of Chairman witnessed by the Councillors present at the meeting.

AGM 03/11 Election of Vice Chairman

It was agreed to elect Councillor G. Harrison to the Office of Vice Chairman for the year 2011/12

AGM 04/11 Appointment of Responsible Financial Officer & Deputy

It was agreed to appoint the Clerk (G F Smith) to the position of Responsible Financial Officer and the Assistant Clerk (M L Rowland) of Deputy Responsible Financial Officer

AGM 05/11 Cheque Signatories

Members agreed that two Councillors would sign all cheques and for Councillors Pickles and Thomas to be added to the list of authorised signatories at the Nat West Bank.

AGM 06/11 Standing Orders

Deferred to the next Parish Council Meeting (June)

AGM 07/11 Financial Regulations

Deferred to the next Parish Council Meeting (June)

AGM 08/11 Asset Register of Council Property (as at 1st April 2011)

Members agreed to include the following:-

2 No Bus Shelters

3 No Seats

AGM 09/11 Dates and times of Future Meetings

Members agreed to accept the report circulated prior to the meeting. Details attached to these minutes, copy to be placed on the Council's web site and notice board.

AGM 10/11 Unaudited Accounts for the Year Ending 31st March 2011**Summary**

BALANCE B/F	30203.00
INCOME	7330.53
	37533.53
EXPENDITURE	8486.53
Balance as at 31st March 2011	29047.00
Balance at Bank (STANDARD LIFE)	28894.02
Balance at Bank (NAT WEST)	152.98
Balance as at 31st March 2011	29047.00

Members agreed to accept the report (balances shown above), details attached to these minutes, copy to be placed on the Council's web site and notice board and a copy will be included in the Annual Report for 2010/2011

AGM 11/11 Donations made during 2010/11

Members confirmed the donation of £50.00 to the British Legion Poppy Appeal (under power section 137 Local Government Act 1972)

The meeting finished at 7.50pm

Signed by the Chairman.....Page 2