

THROWLEY PARISH COUNCIL

Monday 3rd June 2019 at 7.30pm
at Parsonage Farm Conference Room, Throwley

ANNUAL GENERAL MEETING

Minutes

Attendees:

- Roger Clarke (Chairman)
- Adam Jastrzebski
- Sian Lewis
- Alan Murphy
- Sarah-Jane Tormey
- Sarah Selby (Clerk)

1. Apologies – Roger Scutt

2. Approve minutes of 2018 AGM – approved and signed by Chairman

3. Election of Chairman and Vice Chairman

- a. Roger Clarke re-elected as Chairman (proposed by Sian Lewis, seconded by Alan Murphy)
- b. Adam Jastrzebski re-elected as Vice Chairman (proposed by Roger Clarke, seconded by Alan Murphy)

4. Consider and approve annual accounts to April 2019

- a. Annual governance statement 2018/19 agreed
- b. Accounting statement 2018/19 approved

Actions:

- i. Clerk to arrange internal audit of accounting statements
- ii. Clerk to return exemption form to PKF Littlejohn (external auditors)
- iii. Clerk to arrange publication of the accounting statements on the Throwley website

5. Any other business

- a. AJ proposed consideration of an alternative venue for meetings due to change to ownership of current premises.
 - i. Action: Clerk to follow up.

Time and date of next meeting:

TBC