

**DOWN ST MARY PARISH COUNCIL**  
**Minutes of the Annual Meeting held on**  
**Tuesday 9<sup>th</sup> May 2023 in the Village Hall**

Present: Mr J. Tucker, Mr M Austin, Mr A Clark, Ms P. Rogers, Mr P. Seller and Mr A. Martin [Clerk]

In attendance: Mr R. Hodgson

- 1) Apologies: Mrs N. Letch, Mr S. Penny
- 2) Election of Chairman:  
Mr Tucker was appointed as Chairman on a motion proposed by Mr Seller and seconded by Mrs Rogers. He accepted, saying that this would be his last term.
- 3) Election of Vice-Chairman:  
Mrs Rogers was appointed Vice-Chairman on a motion proposed by Mrs Giles-Bullock and seconded by Mr Clark.
- 4) Election of Clerk as Responsible Financial Officer  
Mr Martin agreed to continue as responsible financial officer.
- 5) Minutes of Annual Meeting held on 10<sup>th</sup> May 2022. The minutes which had been circulated were agreed by all present and signed by the Chairman.
- 6) Finance: Statement of Accounts – year ended 31<sup>st</sup> March 2023. The Clerk presented the accounts which were agreed by all present.
- 7) The Statement of Internal Control was approved and signed
- 8) The Certificate of Exemption from a limited assurance review was approved and signed.
- 9) The Annual Governance Statement was approved and signed
- 10) The Accounting Statement was approved and signed
- 11) Date of Next Annual Meeting: Tuesday 14<sup>th</sup> May 2024.