

DOWN ST MARY PARISH COUNCIL

Minutes of the Annual Meeting held on Tuesday 14th May 2024 in the Village Hall

Present: Ms P. Rogers [in the chair], Mr M Austin, Mr A Clark, Mr R. Hodgson and Mr A. Martin [Clerk]

In attendance: Mr A. Baker

- 1) Apologies: Mrs N. Letch, Mr A White, Mr. J. Tucker
- 2) Election of Chairman:
Mr Tucker had stated that he did not wish to continue as Chairman. There were no other nominations. The Parish Council agreed they were happy with his work and the Councillors were willing to help him in his duties. The decision was deferred until the next meeting.
- 3) Election of Vice-Chairman:
Mrs Rogers was appointed Vice-Chairman on a motion proposed by Mr Clark and seconded by Mr Austin.
- 4) Election of Clerk as Responsible Financial Officer
Mr Martin agreed to continue as responsible financial officer.
- 5) Minutes of Annual Meeting held on 9th May 2023. The minutes which had been circulated were agreed by all present and signed by the Acting Chairman.
- 6) Finance: Statement of Accounts – year ended 31st March 2024. 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 13th May 2025.