

Poulton and Pulford Parish Council

Clerk to the Council: Peter Gosmore, 5 Castle Hill, Pulford, Chester

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Minutes of the Annual General Meeting held on 27th May 2026 In Pulford Village Hall and followed immediately by an Ordinary Meeting.

1. Election of Chair:

The clerk opened the meeting and requested nominations for the position of Chairman for the following year. Cllr. David Ewins was the only nomination and he was proposed by Cllr Douglas and seconded by Cllr Fair.

2. Election of Vice-Chair:

Cllr Board was the only nomination for Vice-Chairman and he was proposed by Cllr Murray and seconded by Cllr Ewins

3. Apologies for absence:

There were no apologies for absence – all were present.

4. Declaration of Interest:

Nil

5. Minutes of Previous AGM (7/5/25):

These minutes were accepted and signed by the Chairman.

6. Chair's Report :

The chairman's report had been circulated to Council and he went over the points at the meeting.

7. Responsible Finance Officer's Report

7.1. Receive and note Annual Internal Audit Report:

The internal auditors report was received and contents noted.

7.2. Agree appointment of Auditor for 2026/7:

It was agreed that we would continue with the same auditor for 2026/7 namely JDH Business Services Ltd.

7.3. Approval of AGAR 2025/6 Certificate of Exemption:

The AGAR 2025/26 Certificate of Exemption was approved and will be sent to External Auditors PKF Littlejohn.

7.4. Approve and sign AGAR 2025/6 Annual Governance Statement:

This document was approved, signed and will be displayed appropriately.

7.5. Consider, approve and sign AGAR 2025/6 Accounting Statement.

This document was approved, signed and will be displayed appropriately.

8. Approval of updated documents for 2026/7

8.1. Approval of current Standing Orders:

This document was approved and will be checked for appropriate display on website.

8.2. Approval of updated Financial Regulations:

These were updated recently to include most up to date policy. This will include an intention to hold a surplus reserve fund of around 50% of planned total expected expenditure

8.3. Approval of Revised Risk Assessment:
Approved and will be displayed on website.

8.4. Review of Asset Register:
Approved and will be displayed on website.

8.5. Approval of Zurich Assurance renewal:
We have a commitment to remain with this company for a further four years and in return we will receive some discount. The policy is due to be paid by 1st June 2026 with the same terms as previously at a cost of £951.01 – a rise of £33.

9. Suggested Meeting Schedule for year ahead

Wednesday 26 th August 2026	-	
Wednesday 25 th November 2026	-	Precept planning
Wednesday 24 th February 2027	-	Budget confirmation
Wednesday 26 th May 2027	-	AGM

This was agreed with the opportunity to be changed as the year progresses.

10. Any Other Business:

Cllr Fair thanked the Chairman and Clerk for their hard work over the year.

11. Close of Meeting

The AGM closed at 19:45