

POULTON & PULFORD PARISH COUNCIL

Minutes of Annual General Meeting held on 29th May 2024 in Pulford Village Hall

Present : Cllr J Ewins (Chair), Cllr Murray, Cllr Franklin, Cllr Fair, Cllr D Ewins, Cllr Hynes, Cllr D Ewins, Cllr Board, Cllr Douglas

1. Apologies: Cllr West, Cllr Evans

- 1.1. David Ewins elected as Chairman proposed by Cllr Hynes and seconded by Cllr Franklin. He was elected unopposed.
- 1.2. Cllr Board was proposed as Vice Chairman by Cllr J Ewins and seconded by Cllr Hynes. He was elected unopposed.
- 1.3. No changes were reported in Councillor's Register of Interests.

2. The minutes of the meeting on 24th April 2024 were approved - proposed by Cllr Franklin and seconded by Cllr Hynes. Matters arising:

- 2.1. The issue of the proposed Bell Meadow Solar Plant at Cuckoo's Nest. Peter Hynes had investigated and reported no substantial update. Seems a revised plan may be submitted.
- 2.2. Peter Hynes reported that he had been in touch with the Fire Service to discuss risks to the residents of Pulford Court. He obtained 6 optical fire alarms which he kindly was prepared to donate to people who lived in properties adjacent. To No. 2 and might be considered vulnerable.
- 2.3. With the issue of the History Display Board, The History Group had settled on a reduced size of 100X60 centimetres to be set at a height of about a metre on a plinth at an angle of 30 degrees. The Parish Council was happy with the concept in terms of size and location. A letter was to be sent to the History Group to confirm the Parish Council's agreement..
- 2.4. The memorial bench to Barrie Evans is completed and in place on Poulton Green. A letter is to be sent to David Roberts to thank him for his generous efforts.

3. Governance and Accountability:

- 3.1. The Annual Internal Audit Report was examined and accepted.
- 3.2. The Annual Governance Statement was examined, approved and signed by the Chairman Cllr D Ewins and The Clerk Peter Gosmore.
- 3.3. The Accounting Statement was examined, approved and signed by the Chairman Cllr D Ewins. The VAT issue, raised in the Internal Audit was the subject of discussion and it was decided that a letter would be drafted to HMRC outlining the possibility of an error of interpretation of the VAT regulations and the way these have been applied to the relationship between the Village Hall and the Parish Council. Cllrs Hynes, Murray and D Ewins would look at the issue of preparing a letter to HMRC to clarify, seek guidance and to bring the situation to the notice of the tax authorities.. This should be done as soon as practically possible.
- 3.4. The draft Risk Assessment Policy was discussed and accepted. The final version will be produced and a copy put on the website.

3.5.The Budget for 2024/25 was outlined, approved and accepted. Councillors will receive a monthly update

4. Cllrs Fair and Hynes had their co-opted appointments confirmed.
5. Zurich Insurance renewal for 2024/5 was approved.
6. No residents were present.
7. Dates for meetings in 2024/25 were confirmed as being 21st August 2024, 27th November 2024 (setting of Precept) 26th February 2025 and 7th May 2025 (AGM). All meetings to be held as usual in the Village Hall.

The meeting closed at 20:00.

Appendix A - Financial Transactions approved since the last meeting on 24th April 2024:

Date	Description	Category	Amount
29/04/2024	Donation Plants from VH		107.07
29/04/2024	Jean Ewins - Payment for plants	Embellishment	-128.48
07/05/2024	PPL PRS	Music Licence	-192.84
15/05/2024	Bank Charges	Bank Charges	-8.00
16/05/2024	Bt	regular	-29.12
16/05/2024	Ashree Grass cutting	Park Ground Maintenance	-243.60
16/05/2024	VH payment for Music Licence	Miscellaneous Income	160.70
16/05/2024	Village Hall Internet Payment	Wifi Credit	27.06
25/05/2024	Payment to Clerk	clerk's payment	-65.70
25/05/2024	PG Expenses	Monthly expenses	-25.00
25/05/2024	HMRC Tax payment for PG	Clerk's PAYE	-16.40
28/05/2024	Zurich Insurance	Insurance	-891.04