**Minutes for the Annual General Meeting of Birdingbury Parish Council**

**15th May 2012, held at The Birbury, Birdingbury**

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| **Present** | |  | |
|  | Councillors: D Turner (Chair), I Tipton (Vice-Chair), G Davy, C Morton and T Healey | | |
| **In Attendance** | | |  |
|  | Joanna Bloomfield (Clerk) and two members of the public. | | |

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| 1. | **Welcome & Election of Chair and Vice Chair.**  As out-going Chair, Councillor Turner opened the meeting and welcomed those present. Councillor Tipton explained that Councillor Morton was travelling from Knowle and would attend as soon as he could. Councillor Davy nominated Councillor Turner as Chair, Councillor Healey seconded and the proposal was carried with three votes in favour and one abstention. Councillor Davy nominated Councillor Tipton as Vice Chair, Councillor Healey seconded and the proposal was unanimously accepted. |
| 2. | **Apologies for absence.**  Councillor Morton arrived, and although District Councillor Hazelton had not yet arrived, he was expected. |
| 3. | **Acceptance of Office of Chair.**  Councillor Turner signed the Acceptance of Office as Chair of Birdingbury Parish Council. |
| 4. | **Adoption of, or agreement to review, Standing Orders.**  Councillor Tipton proposed, Councillor Healey seconded that the Council accept the current Standing Orders. Unanimously agreed. |
| 5. | **Declaration of Interest of Agenda Items.**  There were no declarations of interest. |
| 6. | **Financial Arrangements.**   * It was agreed to accept the offer of Andrew Armbrister to act as internal auditor for the Birdingbury Parish Council accounts. Councillors studied the end-of-year statement, which was unanimously accepted. The annual audit of Financial Governance was read, unanimously accepted and signed by the Chair. A notice to inform villagers of their right to view the accounts and supporting documentation would be placed on the website and on the Council notice board. * It was agreed that the cheque signatories would stay as Councillors Turner, Morton, Tipton and Davy. * It was agreed that the Clerk’s wages would be reviewed after six month trial period in August. * Councillor Turner informed the Council that no leases were due for renewal in this year. |
| 7. | **Dates of meetings.** |
|  | It was agreed to keep to the traditional formulae of the third Tuesday of the month throughout the year, with the exception of August and December. The dates will be:  **19th June, 17th July, 18th September, 16th October** and **20th November 2012**  **15th January, 19th February, 19th March, 16th April** and **21st May 2013**  It was proposed by Councillor Healey, and unanimously agreed, to start the meetings at the earlier time of 7.30pm. It was further agreed that District Councillor Hazelton should be given leave to speak when he arrived at the meeting in order that he can attend all his fixtures for the evening.  After some discussion, it was agreed that since the demise of the Birdingbury Festival, the Annual Village Meeting held in September was now redundant so in future there would be one Annual Village Meeting a year:  **The Annual Village Meeting will be held on 23rd April 2013** |
| 8. | **Representative of Other Bodies.**   * It was agreed that Councillor Tipton would continue as the Council’s representative on the Recreation Field Committee. * It was agreed that Councillor Davy would continue as the Council’s representative on the Birbury Management Committee. * It was agreed that Councillor Davy and Councillor Healey would continue as the Council’s representative on the Bus Shelter Committee.   The meeting closed at 8.30pm  Signed: ............................................................................. (Chair)  Date: .................................................................................. |