

SHUTTINGTON PARISH COUNCIL

Clerk:
Mrs Anita Allsopp

Tel: 01827 830086
E-mail: shuttpc@gmail.com

12 Bishops Cleeve
Austrey
ATHERSTONE
Warwicks
CV9 3EU

MINUTES OF ANNUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY 17th MAY 2023

1.	Election of Chair – AW proposed NOM remain in the Chair. This was seconded by CH and unanimously agreed upon NOM’s agreement, as there were no other proposals.	
2.	Present: Cllr N O’Mara in the Chair. Cllrs B Frost, A White, C Holloway & L Sly, PC Mike Redman & County Cllr + 1 member of the public. Clerk: A M Allsopp. Apologies – Borough Cllrs D Humphreys & Brynnon Ririe Commiserations were expressed to M Humphreys and congratulations have been extended to our new Borough Cllr Brynnon Ririe. Thanks were also extended to former Cllr Mike Smith for his dedicated long service to the community.	
3.	To receive Chair’s Declaration of Acceptance of Office – This was agreed.	
4.	To receive Cllr’s Declarations of Acceptance of Office – These were agreed.	
5.	Co-option for Alveccote Vacancy – No-one has yet come forward to fill this position.	
6.	Declaration of Pecuniary & Non-Pecuniary Interests – BF & AW declared a Parish Hall interest.	
7.	Request for Parish Hall dispensation for Cllrs Frost & White – these were formally agreed for a period of 4 years as neither receive financial remuneration and form 1/3 of voting Parish Cllrs.	
8.	Election of Vice Chair – AW proposed BF remain as Vice Chair. This was seconded by LS and unanimously agreed. No other names were put forward.	
9.	Review Risk Management Strategy – This was unanimously agreed as still satisfactory.	
10.	Review Financial Regulations - These was unanimously agreed as still satisfactory.	
11.	To Appoint a Responsible Financial Officer & agree bank access – NOM proposed the Clerk remain as the Responsible Financial Officer. This was seconded by BF and unanimously agreed. AMA, NOM & BF have full on-line access to the bank accounts and 2 out of 3 must sign before any payment is made.	
12.	To Approve 2022/2023 Annual Governance Statement – Items 1-8 were read out by NOM and agreed ‘yes’ item by item. Item 9 is not applicable to Shuttington. These were then proposed en bloc by BF, seconded by CH and unanimously agreed before being signed off by NOM and AMA.	
13.	To Approve Internally Audited Accounts 2022/2023 – These were proposed by AW, seconded by LS and unanimously agreed as an accurate and a true record.	
14.	To Agree Dates & Venue for Parish Council Meetings – It was agreed that Parish Council meetings should remain on the 3 rd Wednesday of each month excluding August & December. They will continue to be held at Shuttington & Alveccote Parish Hall in the Pat Fletcher Room starting at 6pm.	
15.	To Report on Capital Assets & Liabilities – The Asset List has been updated and was proposed as a true record by NOM, seconded by CH and unanimously agreed. There are no outstanding liabilities.	
16.	Date of next Annual Meeting – May 2024.	

Anita Allsopp
22nd May, 2023

Signed..... Date.....