

Annual General Meeting of Clawton Parish Council

Monday 20th May 2024, 7:45pm

Present: Chair: Paul Grafton, Vice Chair: Alison Sharp, Parish Councillors: Roger Mitchell, Nigel Stacey, Maralyn Bailey, Graham Hames.

Clerks: Sally Whitehead, Alison Vassilaki

Guest: Celia Luff – representing WOW

Apologies: Cllr A Mitchell

Welcome and Introductions: The chair welcomed everyone to the meeting and introductions were made.

Election of the Chair: Cllr Alison Sharp proposed Paul Grafton for Chair, Cllr Roger Mitchell seconded the proposal. The motion was carried.

Election of Vice Chair: Cllr Graham Hames proposed Alison Sharp as Vice Chair, Cllr Nigel Stacey seconded the proposal. The motion was carried.

Actions from the last meeting: Minutes from the meeting held 9th May 2023 were agreed and signed off by the Chair, Paul Grafton.

Annual Government Statements: Accounting Statement was signed by Clerk and Chair. Exemption Certificate was signed by Clerk and Chair.

Annual Internal Audit: Clerk was able to report that this was carried out and passed.

Accounts: The accounts were signed by Clerk and Chair.

Policy Review:

- Risk Assessment has been reviewed and agreed amendment will be made by Chair.
- Protocol for Recording of Meetings is now available to view on the website.
- Standing Orders – this is to be amended to read ‘Clawton’ on the document and use the correct format.

Group Activity Reports:

- Presentation from Celia Luff representing Women on Wednesday, who gave a detailed report on the talks, pursuits, excursions and fundraising that have gone on throughout the year.
- Presentation from Maralyn Bailey, representing Parish Hall, who provided an update on bookings, activities, fundraising and the improvements made to the hall.
- Presentation from Alison Vassilaki representing The Clarion who gave an update to the circulation and distribution and thanked contributors and distributors.
- Presentation from Paul Grafton representing St Leonard’s Church who provided detail on the fundraising, events and maintenance.

Any Other Business: None

Meeting Closed by Chair