
Shillingford Annual Council Meeting

Minutes of the meeting held on Tuesday 15th May 2017

Present: Cllrs Carr (Chairman), Turner, Stamp, Howard, TDC Cllr Lake & 4 members of the public present.

1. **Apologies for absence** – Cllrs Durrans, Parrott, DCC Cllr Connett & TDC Cllr Goodey.
2. **Election of Chairman and Vice Chairman** – Cllr Carr stood down as Chairman. Cllr Turner took the Chair for election of the Chairman. Cllr Carr was proposed for a further term. There were no further nominations. **Proposed** Cllr Stamp. **Seconded** Cllr Howard. **All Agreed.**

Cllr Carr resumed as Chairman of the meeting. Cllr Turner was proposed for Vice Chair. There were no further nominations. **Proposed** Cllr Stamp. **Seconded** Cllr Howard. **All Agreed.**
3. **Appointment of Councillors' Dedicated Responsibilities** – It was decided that all dedicated responsibilities will remain unchanged.
4. **Minutes of the Annual Council Meeting held on 31st May 2016 (circulated)** Were accepted and signed as a true record of the meeting.
 - 4.1 The Governance Statement was reviewed and approved.
 - 4.2 The Statement of Accounts was reviewed and approved
 - 4.3 The following documents were review and re adopted for the forthcoming year: Financial Regulations, Statement of Internal Control, Risk Register, Asset Register, Code of Conduct & Standing Orders.

Proposed Cllr Howard **Seconded** Cllr Stamp **All Agreed**

5. **Internal & External Audit Arrangements** – The Clerk stated that the internal audit had been completed with no advisory comments. A remuneration of thanks was discussed and it was agreed that a £50 gift card should be purchased. **Proposed** Cllr Carr **Seconded** Cllr Turner. **All Agreed**

The Clerk stated that the external auditors are requiring significantly more details than previous years. This would now be completed and sent to Grant Thornton for audit. It was agreed that the period of Exercise of Public Rights would be 19 June to 28 July 2017.

6. **Close – The meeting closed at 8.35pm**

Chairman
