

**Welton le Wold Parish Meeting - Annual General Meeting  
at St. Martin's Church at 7.30 pm on Thursday, 11th April 2019**  
**MINUTES**

**Present:**

Margaret Stubbs (Chairman), Peter J Taylor (Clerk), Charlotte Whiting (Treasurer), Christopher North, Amanda Vines, Jon Hammond, District Cllr Richard Fry.

1. **Chairman's Opening Remarks:**

Margaret Stubbs opened the meeting at 7.35 p.m., thanking those in attendance.

2. **Apologies for Absence:** Jim Cave, Peter Davis, Anna Davis.

3. **Minutes of AGM, 25th April 2018:**

The Minutes were approved for accuracy, proposed by Charlotte Whiting and seconded by Christopher North, agreed unanimously, and signed by the Chairman.

4. **Matters Arising:** Nil.

5. **Clerk's Annual Report:** Missing documents from the inauguration of this Parish Meeting around 1987 up to 2015, when the then Parish Clerk was taken seriously ill, have never been found. The Clerk has some documents from his years as Treasurer, but not the Minute Books.

The Clerk thanked Charlotte Whiting for her years of service to this Meeting as Treasurer, and continuing in the post after moving from Welton le Wold last year.

The Clerk continues to check the (thankfully yet unused) public defibrillator in the redundant telephone kiosk monthly on or soon after 26<sup>th</sup>, and to report findings through the "webnos" site to Community Heartbeat Trust. Their annual maintenance charge of £151.20 including 20% VAT will be due in May. He reminded everyone that there is a substantial self-training kit stored in the church, provided by British Heart Foundation, also 11 copies of a DVD for residents to take home and view.

6. **Hon. Treasurer's Annual Report:**

The Treasurer presented a Receipts and Payments table. The bank balance on 31<sup>st</sup> March 2018 was £1,565.10, £567.68 less than a year earlier. One-off expenses associated with installation of, and training for, the defibrillator, more than accounted for the loss. Other major expenditure was £1,928.40 for the Chalk Stream Information Board, towards which £1,796.30 was received in grants. The Parish Precept at £10 per Band D property, yielded £550.00. The Meeting has no liabilities.

7. **Approval of the Audit Return for the year ending 31<sup>st</sup> March 2019:**

Jeff Brandall had kindly performed and approved the Internal Audit.

The Annual Governance Return, and the Accounting Statements for 2018/19 were accepted unanimously, proposed by Jon Hammond and seconded by Christopher North. The Chairman signed the Audit and the Exemption Certificate, to be submitted to the external auditors because income and expenditure are both below the limit required for submission.

**Action: The new Treasurer**

8. **Election of Chairman:** Cllr Richard Fry took the chair whilst Margaret Stubbs was proposed by Peter Taylor, seconded by Jon Hammond and re-elected unanimously.

9. **Election of Clerk:** Peter Taylor was proposed by Margaret Stubbs, seconded by Jon Hammond and re-elected unanimously.
10. **Election of Treasurer/Responsible Financial Officer:**  
Charlotte Whiting retired from the post, of which she had continued to perform its duties although no longer living in the village. The Chairman thanked her for her years of service and presented her with a bouquet. Jon Hammond proposed Amanda Vines for the post, seconded by Peter Taylor and agreed unanimously.
11. **Election of Internal Auditor:** Jeff Brandall was proposed by Margaret Stubbs, seconded by Jon Hammond and elected unanimously.
12. **Election of Neighbourhood Watch Co-ordinator:** Peter Taylor was proposed by Margaret Stubbs, seconded by Jon Hammond and agreed unanimously.

The meeting ended at 8.00 p.m.