**Minutes of the ANNUAL MEETING of Barrington Parish Council**

**held on Wednesday 21 May 2014 in the**

**Reading Room, Little Barrington**

|  |  |  |
| --- | --- | --- |
| Present: | Cllr P Porter | Chairman |
|  | Cllr J Bainbridge  | Vice-Chairman |
|  | Cllr J Lazenby | RFO |
|  | Cllr Mrs P de Haldevang |  |
|  | Cllr P O’Higgins |  |
|  |  |  |
| In attendance: | Mrs Tan Marchant | Parish Clerk |
|  | Mr M Wood | Chairman, Little Barrington Charity |
|  | Cllr Mrs C Topple | Cotswold District Council |

1 ELECTION OF CHAIRMAN

Cllr Porter was re-elected as Parish Chairman for the forthcoming year.

2 ELECTION OF VICE-CHAIRMAN

Cllr J Bainbridge was re-elected as Vice-Chairman for the forthcoming year.

3 ELECTION OF RESPONSIBLE FINANCIAL OFFICER

Cllr J Lazenby was re-elected as Responsible Financial Officer for the forthcoming year.

4 ANNUAL REPORT OF LITTLE BARRINGTON CHARITY

Mike Wood presented the Annual Report of the Little Barrington Charity, which had previously been circulated. A copy of the Report is attached to these Minutes. Mr Wood also asked Councillors to consider who should be their nominated representative on the Charity, as Sir Philip Otten had reached the end of his four year term. Mr Wood said he believed Sir Philip would be happy to stand again if the Parish Council so wished.

5 OPEN SESSION

A member of the public present did not wish to speak.

6 MINUTES OF THE LAST MEETING

The Minutes of the last Meeting held on 27 November 2013 were accepted as a true record and signed by the Chairman.

7 MATTERS ARISING

Item 17 - Councillors expressed their thanks to the Little Barrington Charity for the new parish noticeboard. Cllr de Haldevang said she was investigating making it lockable on one side only, so that Parish Council business could be on one side but still allow local residents to freely use the other side.

Item 17 – An additional dog bin is still required in Minnow Lane and the Clerk was asked to organise this with CDC.

8 DECLARATIONS OF INTEREST

There were none.

9 FINANCIAL MATTERS

1. Financial Report - An Income & Expenditure Report for the financial year to 31 March 2014 had previously been circulated, and a copy is attached to these Minutes.
2. Accounts for Payment – the following invoices were due for payment:

Community First Insurance Cheque No 000126 £226.52

Internal Auditor Cheque No 000128 £30.00

The accounts for payment were APPROVED and cheques were duly signed.

10 INTERNAL AUDIT

The Clerk confirmed that John Yeatman had carried out the Internal Audit and completed the Annual Return to 31 March 2014. The Annual Return was duly APPROVED and signed by the Chairman and the RFO.

11 NEIGHBOURHOOD WATCH

Mrs Costello was unable to attend the meeting but had advised that there was nothing new to report.

12 ANY OTHER BUSINESS

Cllr Mrs Topple said that the sum of £100 is still available from CDC towards the cost of parishes celebrating WW1 in some way. It was suggested that the information on the War Memorial be included in the Church booklet as a permanent record of the centenary. Cllr de Haldevang will speak to Robin Mills and Cllr Mrs Topple will send the relevant form to the Clerk for completion and return.

A thank you was extended to everyone who came to help with the Village Tidy Up in April.

12 DATES OF NEXT MEETINGS

Dates of the next meetings are as follows:

Wednesday 24th September 2014

Wednesday 26th November 2014

 Chairman

The meeting ended at 8.00 p.m.