

Foxley Group Parish Council

Minutes of the Annual Meeting held on Wednesday 1st May 2024

The meeting commenced at 7.10pm

Present: S.Hallett (Chairman, replaced by D.Gwynne following his election), A.Apps, D.Gwynne

In Attendance: R.Hallett (Clerk)

Apologies: A.Davies, A.Powell

- 1) Election of Officers
 - a) DG was elected Chairman. Nobody was elected as Vice Chairman.
 - b) DG completed and passed to RH a Declaration of Acceptance of Office as Chairman.
- 2) Annual Finance Review (copy available at <https://www.foxleygrouppc.org.uk/finance-legal.html>)
 - a) The annual report was reviewed. The principal points of note being:
 - i) Reserves have increased by £1,418 as opposed to reducing by £1,385, as budgeted. This was due to HC using a new funding model for the Lengthsman, such that we received part funding for the Lengthsman work that was undertaken.
 - ii) There was an apparent overspend on Lengthsman work for 23/24 of £387, when in fact we had an underspend of £1,108. A significant portion of the Lengthsman work carried out was reclaimable from HC although this would only show in 2024/25.
 - iii) The council can “afford” to spend in the region of £4,000 on projects. It must however maintain a level of cash reserve to allow planned work to be executed and paid for, even if it is reclaimable from either HC or HMRC.
- 3) Annual Governance and Accountability Return 2023/24 (documents available at <https://www.foxleygrouppc.org.uk/finance-legal.html>)
 - a) The Certificate of Exemption was approved. RH will submit to the External Auditors.
 - b) The Annual Internal Audit Report was reviewed
 - c) The Annual Governance Statement was approved
 - d) The Accounting Statement was approved
 - e) The Notice for Exercise of Public Rights was approved and will be posted in time for the inspection period to commence on 3rd June 2024
 - f) The Risk Register for 2024/25 was reviewed and accepted in principle.
- 4) Any Other Business
 - a) None

The meeting closed at 7.25pm