
**MINUTES
ANNUAL MEETING OF THE COUNCIL (AGM)**

**Monday 13 May 2024 at 19h30
Venue: St Mary's Church, Woughton on the Green, MK6 3BS**

Members Present

Councillors: Charlotte Hall (Chair), Vanessa Freeman Gwynn (Vice Chair) Phil Nash, Rob Grindley, Ray Brown

Acting Clerk: Vicky Gladstone

- FC24/25-001 **Election of Chair for the year 2024/25. – Charlotte Hall** was proposed by Phill Nash and was voted in unanimously **was nominated**
- FC24/25-002 **Election of Vice-Chair for the year 2024/25. Vanessa Freeman Gwynn** was proposed by Phil Nash and was voted in unanimously
- FC24/25-003 **Apologies.**
Apologies were received and accept by Mary Major and Roshini Wickramasinghe
- FC24/25-004 **Declarations of Interests.**
Members have declared that there are no disclosable pecuniary interests (including other pecuniary interests. No personal interests were noted in any of the business to be transacted or in any contract to be considered except that the Chair declared a personal interest in matters appertaining to the allotments as she is the Chair of the Allotment Association
- FC24/25-005 **Minutes.**
The minutes of the AGM held on 15 May 2023 were approved and the Chair signed the same as such.
- FC24/25-006 **Standing Orders.** The Council to approved the current Standing Orders without alteration.
- FC24/25-007 **Financial Regulations.** The Council to approved the current Financial Regulations without alteration
- FC24/25-008 **Review of Working Groups and Terms of Reference.**
(LGA1972, s101, decisions can only be delegated to committees, sub-committee, an Officer or another local authority).

The Council reviewed and approved all current working groups (WG) remain the same, together with minimum number and members names and agreed Terms of Reference (list circulated prior to meeting).- It was resolved that working groups to be reviewed to be discussed at the July meeting of the full council
- FC24/25-009 **Representation at External Bodies.** (LGA1972, s101, decisions can only be delegated to committees, sub-committees, an Officer or another local authority). -

Council to review and agree list of external bodies and representation to be discussed at the July meeting of the full council

FC24/25-010 **Membership of External Bodies.**

The Council reviewed and approved the following memberships

1. National Association of Local Councils (NALC).
2. Buckingham & Milton Keynes Association of Local Councils (MKALC).
3. Society of Local Council Clerks (SLCC).
4. The National Allotment Society (NAS).

FC24/25-011 **Finance**

Annual Dispensation-Precept.

The Council resolved to grant a blanket dispensation to all members of the Parish Council for deciding on precept and setting the Parish Council budget based on there being insufficient members who do not hold an interest to take these decisions. (lasts until next election)

FC24/25-012 **Appointment of Internal Auditor**

The Council resolved to continue to use the current Internal Auditor, Auditing Solutions for year 24-25

FC24/25-013 **Scheme of Delegation.** Council resolved the scheme of delegation to the Clerk.

FC24/25-014 The Council resolved the Annual Policies as below.

1. Code of Conduct.- to remain the same (MKCC June 2022)
2. Fixed Assets Register. – to currently remain the same however action was approved to review by next Council Meeting in July
3. Reserves Policy. – approved to remain the same
4. Grants Policy. – approved to remain the same
5. Risk Register. – approved to currently remain the same however it will be reviewed during the year
6. Investment Strategy Policy – template has been prepared by Vicky Mote and has been approved for use during the year.

The meeting ended at 19.50