

**BARTON-ON-THE-HEATH PARISH COUNCIL  
MINUTES OF THE ANNUAL GENERAL MEETING  
HELD IN THE VILLAGE HALL on 21<sup>st</sup> May 2015 at 7pm**

Present: Councillors: Brigadier J F Rickett (Chairman), Lt Col J B Henderson (Vice-Chairman),  
Mrs J Piney, Mrs G Cathie, Mr J Coker  
Clerk: Mrs H Seymour-Smith  
Hon. Treasurer: Mr J Castle  
Mr J Shipton (Internal Auditor)  
District Councillor S Gray, County Councillor C Saint  
Public: Mr Z Pelczynski, Mrs P Mead, Mr D Poulson, Mr G Wales, Mr J Mathias

1. Apologies: none
2. The Minutes of the Annual General Meeting on the 29<sup>th</sup> May 2014 were approved, and the Chairman signed them.
3. Accounts for the year ending 1st April 2015. The Hon Treasurer had circulated copies of the Final Statement for 2014-15 to Councillors before the meeting. He reported that there had been no changes from the 3<sup>rd</sup> Interim Statement presented on 6 March. At the end of the financial year there was one un-presented cheque for the £7 LINK subscription for Counsellor Graham.

Referring to the Statement he advised the Council that by taking into account the forecast of liabilities (the contested election £500 and the £269.85 SWNW funds) and the convention of starting each year with a £200 contingency, the council now had at its disposal £435.81 in the current account and £1,405.13 in the savings account.

The Council formally approved the Statement.

The Treasurer said he would conclude the actions for 2014-15 by re-claiming VAT of the order of £70 and he would then transfer about £300 from the current account to the savings account in accordance with Council policy to build up the reserves for any future "large ticket" items.

4. The Hon Treasurer had completed the Annual Report using figures from the Final Statement which had just been approved. John Shipton had very kindly carried out the Internal Audit and had signed off Section 4 of the Report.

A signed statement had been obtained from Barney Henderson, Chairman of the South Warwickshire Neighbourhood Watch confirming the transactions undertaken during the financial year and the credit balance held in the Barton bank account of £269.85.

He advised the Council that he would also be reporting that on 5<sup>th</sup> April 2015 the Council held £500 ring fenced for the cost of the contested election which was held earlier this month.

The value of the Fixed Assets has not been increased for 2015 -16.

The Hon Treasurer then took the Council through the questions required to complete the annual Governance Statement. He advised the Council that he was not aware of any exceptional circumstances which might prevent them completing the Statement.

The Annual Return was then approved and the Chairman and Clerk signed the Return which the Hon Treasurer said he would send to Grant Thornton UK LLP, the external auditor.

5. Chairman's Report - See appendix 1.

6. Council Officers' Expenses - The Hon Treasurer reported that he had charged £15.51 for his administrative expenses since 1 June 2011. Councillor Graham had been paid £35.00 for printer ink.
7. Election of Chairman for 2015-2016:  
Mr J Coker was elected
8. Election of Vice-Chair for 2015-2016:  
Mrs G Cathie was elected
9. Appointment of Parish Clerk for 2015-2016:  
Mrs P Mead was appointed
10. Appointment of Honorary Treasurer for 2015-2016:  
Capt J Castle was re-appointed
11. Appointment of Internal Auditor for 2015-2016:  
Mr J Shipton was re-appointed
12. Any Other Business - none.
13. Date of next Annual General Meeting: Thursday 19<sup>th</sup> May 2016, 6.30pm

## Appendix 1

### CHAIRMAN'S REPORT 2014 - 2015

1. Since the AGM held on the 29th May 2014 there have been Ordinary General Meetings held on the 29th May 2014, the 24th October 2014, the 6<sup>th</sup> March 2015 and an Extraordinary General Meeting, which was held on the 7<sup>th</sup> April 2015.
2. The annual Precept was increased from £980 to £1000. The village finances remained satisfactory with a total of £1405.13 in the savings account and with £435 in the current account.
3. An election was held on May 7th for the five seats on the Parish Council. Eight candidates put their names forward. Messrs Rickett, Henderson, Coker, Mrs Piney and Mrs Cathie were duly elected.
4. A review of our insurance arrangements had been carried out by the Hon Treasurer and approved by the council.
5. The accounts for 2013/2014 had been approved without comment by the external Auditor.
6. Grass cutting had been carried out under the auspices of Stratford District Council, which has saved the village £75. It seems that they made a better job of this than last year.
7. It was agreed to pay Mrs Jayne Hanks £150 a year for her help in the churchyard.
8. Mrs Linda Graham has continued to run the redesigned website very well.
9. The final part of the Hicks project - the construction of farm buildings on the Long Compton road is now very much on-going.
10. Planning Application 15/00175/FUL for Rose Cottage and the Estate Yard was approved by the Parish Council.
11. Two trees in memory of Vic and Bubbles Charles have been planted at "Hicks' Corner" and they seem to have taken well.
12. The Parish Council considered adopting a Parish Plan but it was agreed instead that an Addendum should be added to the Village Design Statement. The Addendum was put to everyone in the village and was agreed by a large majority. It was sent to Stratford District Council on 11<sup>th</sup> May for their approval.
13. A village tidy up was carried out on April 25<sup>th</sup>.
14. The proposed gypsy site at Kitebrook was turned down unanimously by both Stratford and West Oxfordshire County Councils.
15. I would like to place on record our thanks to the Honorary Treasurer, John Castle, who has worked so hard with much enthusiasm on our accounts, the Parish Clerk, Helen Seymour-Smith, for all her work over the last few years and finally to the Internal auditor, John Shipton. They have all done so much in the service of our Parish Council.

J F Rickett  
Chairman 21/5/2015