

**Minutes of the Annual Meeting of Rushock Parish Council
held on Thursday 9th May, 2024, 7.30pm, Rushock Village Hall**

Present: Cllrs.T. Green, (Chairman) (TG), S Davies (SD), R Hampshire (RH) and T Jennings (TJ).

Also present were: The Clerk Mrs B J Drew (BD), County/District Councillor M J Hart (MJH), PCSO Nicky Thomas (NT) and PCSO Alice Owen-Jones (AOJ).

- 1. Election of Chairman:** It was proposed by RH, seconded by SD, and unanimously agreed that TG be re-elected as Chairman. At this point TG thanked the meeting for their support and signed the Chairman's declaration of acceptance of office.
- 2. Election of a Vice-Chairman:** It was proposed by TJ, seconded by RH, and unanimously resolved that DC should continue as Vice-Chairman.
- 3. Apologies:** Cllr D Cutler, Cllr D Pugh, District Cllr R Drew and District Cllr I Hardiman.
- 4. Declarations of Interest and dispensations:** None.
- 5. Public Question time:** None.
- 6. Minutes of the last Annual Meeting held on 11th May, 2023:** These were duly approved and were signed by the Chairman as a true record.
- 7. To note the Code of Conduct:** Noted.
- 8. To note the adopted Financial Regulations:** The Financial Regulations were noted. Clerk advised new regulations have just been issued by Worcestershire CALC. TG/BD to review and circulate.
- 9. To note the Standing Orders:** The MODEL STANDING ORDERS 2018 (ENGLAND) — UPDATED APRIL 2022 adopted by the Council were noted.
- 10. To approve the Risk Review Log:** The Risk Log was discussed. The Risk Log was duly approved and was signed by the Chairman.
- 11. To note the Insurance Requirements:** The Insurance Requirements were noted.
- 12. To review Fixed Asset Register:** Agreed
- 14. To review Internal Audit Report:** Clerk had circulated report and it was noted.
- 15. Adoption of the Accounts and Approval of the Annual Return:**
 - (i)** It was proposed by RH, seconded by TJ and unanimously agreed that firstly (a) the Certificate of Exemption,
 - (ii)** secondly (b) annual governance statement and
 - (iii)** lastly (c) the annual accounting statements for the year 1st April 2023 - 31st March 2024 be approved and the annual return be approved and adopted.

Meeting closed at 7.15pm.

Signed..... (Chairman)

Dated.....