

**At the Annual Meeting of Grimley Parish Council held on
21st May 2012 in The Peace Hall, Sinton Green commencing at 7.33pm**

Present: Mrs P Ayres Mrs A Davies B Jones D G Lewis G Rowberry
Mrs M Weston B R Woodhouse Mrs S Hughes (Clerk) DCllr D Clarke

Apologies: Cllrs D Arr S Haslewood CClr A Davies

56/12 a) Declarations of Interest for a) the Meeting: & b) Any Changes to be Notified to the Registers of Interests and Gifts & Hospitality: There were none.

57/12 Election of Chairman & Signing of Declaration of Acceptance of Office
It was proposed (GR), seconded (PA) and **agreed** that Robin Woodhouse be elected as chairman for the ensuing municipal year. The chairman signed a declaration of acceptance of office.

58/12 Election of Vice Chairman
It was proposed (BJ), seconded (GR) and **agreed** that Mel Weston be elected as vice chairman.

59/12 Election of Representatives:

<i>Parochial Church Council (1)</i>	deferred until a future meeting
<i>Peace Hall Committee (2)</i>	Annette Davies & Bryan Jones
<i>Grimley Smaller Charities (2)</i>	Dave Arr & Robin Woodhouse until May 2015
<i>CALC (2)</i>	Pam Ayres, Annette Davies
<i>Monkwood Green Working Group (3)</i>	Pam Ayres, Steve Haslewood & David Lewis
<i>Staffing Committee (3)</i>	Steve Haslewood, Gwyn Rowberry & Mel Weston
<i>Tarmac Liaison Group (1)</i>	Gwyn Rowberry
<i>Grievance & Appeals Panel</i>	To be reviewed at a future meeting

60/12 To Review Financial Regulations and Investment Policy

a) The **Financial Regulations** laid down by statute remain adopted in full
b) **Bank Accounts:** i) All members to be signatories to the bank accounts: any two of nine to sign all cheques and initial stubs
ii) Members considered that the bank accounts in use were the most appropriate for current needs
c) **The Financial Reserves:** i) To strive to maintain a level of reserves at least equal to the previous years precept.
ii) That a fund be set-a-side within reserves for the benefit of the refurbishment of the Peace Hall and that the fund be increased annually as thought appropriate by members
iii) That a fund be set-a-side within reserves to meet the requirements of the clerk's contract (equipment/recruitment/gratuity) and that the fund be increased annually as thought appropriate by members.
d) **Risk Assessment Register:** Members noted and **approved** the register. Following discussions, it was proposed, seconded and **agreed** to retain and maintain the above detailed policies.

61/12 To Confirm the Appointment of an Internal Auditor

Following a very positive review of the previous year, members noted and **re-affirmed** the appointment of Mr Philip Moore as Internal Auditor until 31st March 2013.