

**MINUTES OF COSSINGTON PARISH COUNCIL ANNUAL
MEETING HELD AT JUBILEE HALL, COSSINGTON
ON WEDNESDAY 24th MAY 2017**

Present: Mrs P Weston-Webb
Mr A Shuttlewood
Mrs P Morelli-McKeon
Mrs B Orridge
Cllr J Poland
Mrs E Crowe Clerk

Members of the Public: Mr D Weston-Webb, Mr Mason, Mr Castleman, Mr Entill,
Mr Sanderson, Mr McCague

Apologies: None

0117 Election of Chairman

Mrs Penny Weston-Webb was elected as Chairman.

0217 Chairman's Report

Mrs Weston-Webb read out her report to all the Councillors.

**0317 Acceptance & Review of the Parish Council Constitution
Guidelines/Standing Orders/Financial Regulations and Policies**

It was agreed the Constitution Guidelines, Standing Orders Financial Regulations, procedures and policies will be discussed at the next Parish Council meeting in June.

**0417 Annual Accounts 2016/17 Annual Governance Statement to be
considered, approved & signed**

The Annual Internal Audit for the financial year from April 2016 – March 2017 have been completed by Richard Willcocks.

The Councillors considered and approved Section 1 – Annual Governance Statement 2016/17 of the Annual return for the year ended 31st March 2017. The Chairman, Mrs P Weston-Webb and the Clerk, Mrs Crowe signed on behalf of the Parish Council.

Signed:

Date:

0517 Annual Accounts 2016/17 Accounting Statement to be considered, approved & Signed

The Councillors considered and approved Section 2 – Accounting Statements 2016/17 of the Annual return for the year ended 31st March 2017. The Chairman, Mrs P Weston-Webb and the Clerk, Mrs Crowe signed on behalf of the Parish Council

The Clerk to send the signed Annual Return to Grant Thornton. The Notice of the date of commencement of period for the exercise to public rights notice for the Accounts for the year ended 31st March 2017 will be placed on the notice boards for the public to view the accounts from 5th June 2017 to 14th June 2017.

0617 Date of Next Annual Meeting

The next Annual Parish Council meeting will be at 6.30p.m on Wednesday 16th May 2018

Meeting closed at 18:45pm

Signed:

Date: