**ANNUAL GENERAL MEETING**

Minutes of the Annual meeting of Bainton Parish Council held on Monday 22 May 2025 at 7.00pm in Bainton Village Hall

**1. Present & Chairman’s welcome**

Cllr P Brierley, Vice Chairman (**PB**), Cllr P Metcalf (**PM**), Cllr C Bays (**CB**), Cllr G Johnson (**GJ**), Cllr A Dodgson (**AD**), Mr L Conneally (Clerk to the Council) & 2 members of the public.

Cllr P Brierley formally welcomed everyone to the meeting & made special thanks to Mrs E Brooks for her dedication and hard work as the Bainton Parish Clerk.

**2. Apologies for absence**

Cllr D Walford, Chairman (**DW**), Cllr S Lowes (**SL**), Ward Cllr Lee.

**3. Election of Chairman**

All members were given the opportunity to nominate a Chairman, there were no nominations. **DW** had advised prior to the meeting that he was happy to stand as Chairman for the forthcoming year. Motion proposed by **PM** and seconded by **CB**;unanimous vote all in favour. **DW** will sign and return his acceptance of office to the Clerk. In the absence of **DW**, a statement was read out by **PB** on behalf of **DW**. This detailed his wishes to not stand as Chairman at the next election and ethicised the requirement of a fair and balanced distribution of the chairman role.

**4. Election of Vice Chairman**

All members were given the opportunity to nominate a Vice Chairman, there were no nominations. **PB** advised that he was happy to stand for the forthcoming year. Motion proposed by **CB** and seconded by **PM**;unanimous vote, all in favour. **PB** was unanimously elected as Vice Chairman and will sign and return his acceptance of office to the Clerk.

**5. Minutes of the previous Annual Meeting**

The minutes of the previous annual meeting held on Tuesday 20 May 2024 had been circulated prior to the meeting. They were unanimously agreed as a correct record. Motion Proposed by **CB** and seconded by **GJ**; unanimous vote, all in favour. The minutes were signed by the Vice Chairman **PB**.

**6. Matters Arising**

None

**7. Annual report**

The annual report of the previous year activities had been prepared by Mrs E Brooks and circulated prior to the meeting. The report was unanimously agreed as a correct record. Motion proposed by **AD** and seconded by **PM**; unanimous vote, all in favour.

**8. Annual accounts & Risk assessment**

The summary of receipts and payments & the risk assessment for the year 2024/25 were circulated prior to the meeting. It was unanimously agreed to adopt the accounts and that the accounting & annual governance statement along with the certificate of exemption and risk assessment were a true record. The annual return for 2024/25 will be signed by the Vice Chairman **PB** on the council’s behalf. Motion proposed by **AD** and seconded by **PM**; unanimous vote, all in favour.

**Annual Governance and Accountability Return (AGAR)**

Providing a detailed overview of the council's financial performance, governance procedures, and decision-making processes. The AGARwas completed by Mrs E Brooks and copies were circulated prior to the meeting. The content of the AGAR was agreed as true by the council. Motion proposed by **GJ** and seconded **CB**; unanimous vote, all in favour. The AGAR was signed and dated by **PB,** Vice Chairman and Mr L Conneally, Clerk.

**9. Questions to the public**

None

**10. Close of meeting**

Thanks were given to Mrs E Brooks for the annual reports.

The Vice Chair **PB** also gave thanks to **DW** for this support throughout the previous year.

**PB** made thanks to Cllr Lee for his continued support, though absent for this meeting.

The Chairman closed the meeting at 19.15