

# Marrick Parish Council

## **Minutes of the Annual Meeting of Marrick Parish Council Held on Thursday 27<sup>th</sup> May 2021 at 7.30pm at Marrick Institute**

**Present:** Councillors Mr Barrie Braithwaite (Chair), Mr Mark Hodgson (Vice-Chair), Mr Robert Bradford, Dr Martin Bryce, Mr Keith Stones

**Clerk:** Miss Grace Bryant

**Also Present:** Mrs Pauline Corder and one Parish Resident

1. **Election of Chair** - Mr Barrie Braithwaite was elected Chair to serve until date of next Annual Meeting in May 2022
2. **Election of Vice-Chair** – Mr Mark Hodgson was elected Vice-Chair to serve until date of next Annual Meeting in May 2022
3. **Declaration of Acceptance of Office by Chairman** – Barrie Braithwaite signed the Declaration of Acceptance of Office in the presence of the Clerk and Councillors
4. **Apologies for Absence** – None
5. **Appointment of Parish Clerk/Responsible Financial Officer** – Miss Grace Bryant was appointed Clerk and Responsible Financial Officer to the Parish Council
6. **Appointment of Internal Auditor & Review of Effectiveness of System of Internal Control** – Mrs Valerie Bradford was appointed Internal Auditor to the Parish Council. Members were satisfied that the internal control system was adequate its financial regulations were adhered to and that risks had been identified and assessed
7. **External Audit** - Resolved that Marrick Parish Council is exempt from external audit for the year 2020/2021 as its annual turnover does not exceed £25,000.
8. **Review of System of Internal Control** – There has been increased number of risk assessments due to the ongoing Covid pandemic. All other existing policies were considered as fit for purpose and no amendments were necessary.
9. **Policies Review** – Resolved that no changes were required as all existing policies were considered as fit for purpose and no amendments were necessary.
10. **Annual Insurance** – resolved that Zurich would continue to provide insurance for the Parish Council
11. **Arrangements for Future Meetings** – resolved that Parish Council Meetings would continue to be held bi-monthly at 19.30 at Marrick Institute but will ensure they are inline with covid-19 restrictions

There being no further items the meeting closed at 19.37