

## **Annual Meeting of Marrick Parish Council**

**Thursday 23<sup>rd</sup> May 2024**

**Marrick Institute at 19.00pm**

Present: Councillors Mr Mark Hodgson (Chairman), Mr Bob Bradford, Mr Keith Stones, Dr Martin Bryce and Mr Frank Wilkenson

Clerk: Miss Grace Bryant

Also Present: Mrs Pauline Cordner and one resident

1. Election of Chair: Mr Mark Hodgson was elected Chair by private ballot, to serve until the date of the next Annual Meeting in May 2025
2. Election of Vice-Chair: Mr Martin Bryce was elected Vice-Chair by private ballot, to serve until the date of the next Annual Meeting in May 2025.
3. Declaration of Acceptance of Office by Chairman: Mr Mark Hodgson 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 and 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. The updated financial NALC regulations were also adopted.
7. External Audit: Resolved that Marrick Parish Council is exempt from external audit for the year 2023/24 as its annual turnover does not exceed £25,000.
8. Review of System of Internal Control: All existing control measures 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, but these would be reviewed throughout the year as necessary
10. Annual Insurance: Resolved that Zurich would continue to provide insurance for the Parish Council
11. Arrangements of Future Meetings: Resolved that Parish Council Meetings would continue to be held bi-monthly at 19.30 at Marrick Institute

There being no further business the meeting closed at 19:14

Grace Bryant

Marrick Parish Clerk