



Minutes of the **ANNUAL PARISH COUNCIL MEETING** held on  
Monday the 13<sup>th</sup> May 2024 at Cottam Community Centre Haydocks Lane commencing at 7.30pm

Present: Cllrs Abram, Brown, Butler, Casterton, Coward, Smith,  
Whitham, Lambert, Rayfield, Gibson and Jewell.

There was one member of the public present

33/24 To elect a Chairman for the following 12 months who will then sign the Acceptance of Office form

***Cllr Butler was elected Chairman for the following 12 months. The Acceptance of Office form was signed.***

34/24 To elect a Vice Chairman for the following 12 months

***Cllr Abram was elected Vice Chairman for the following 12 months***

35/24 To receive apologies

***Cllr Parker***

36/24 To consider and approve the Minutes of the Meeting held on the 8<sup>th</sup> April 2024 (enclosed)

***It was resolved that the minutes of the meeting held on the 8<sup>th</sup> April 2024 should be signed by the Chairman as a true and accurate record***

37/24 To receive Declarations of Interest

***None***

38/24 To adjourn the meeting for a period of public discussion

*The meeting was adjourned*

*It was confirmed that the Clerk had written to the Co-op suggesting that they install a formal path across the small triangle of land used as a short cut near the Community Centre. The letter had been acknowledged and passed to the Co-op estates dept for consideration.*

*The meeting was reconvened*

39/24 To approve the end of year Financial Statement as of 31<sup>st</sup> March 2024

***It was resolved that the end of year Financial Statement as of 31<sup>st</sup> March 2024 should be approved and in doing so each member was asked to think about potential projects for the use of CIL funds and notify the Clerk who will compile a list for future consideration.***

40/24 To approve Section 1 Annual Governance Statement 2023/24 and Section 2 Accounting Statements 2023/24 (enclosed) being part of the Annual Governance and Accountability Return 2023/24 and authorise the Chairman and Clerk/RFO to sign them on behalf of this Council.

***It was resolved that Section 1 Annual Governance Statement 2023/4 and Section 2 Accounting Statements 2023/24 being part of the Annual Governance and Accountability Return 2023/24 should be approved and signed by the Chairman and Clerk/RFO on behalf of this Council***

41/24 To note that the next meeting is scheduled for the 1<sup>st</sup> July 2024

***It was noted that the next meeting is scheduled for the 1<sup>st</sup> July 2024***