

**The Annual General meeting of Roborough Parish Council
Held on the 23rd of May 2017 in the Village Hall at 7.30pm**

Present

Councillor Rob Brown Chairman
Councillor John Bowden Vice Chairman
Councillor Martyn Hookway
Councillor Tina Jafrate

Councillor Yvonne Isaac
Councillor Karen Bryant
Councillor Michael Folland
District Councillor Rose Lock

Item 1 Apologies

There were no apologies.

Item 2 Election of Chairman.

Councillor Rob Brown agreed to stand for Chairman. This was proposed by Councillor Yvonne Isaac and seconded by Councillor Micheal Folland.

Item 3 Election of Vice Chair

Councillor John Bowden agreed to stand as Vice Chairman. This was proposed by Councillor Rob Brown and seconded by Councillor Martyn Hookway.

Item 4 Election of representatives for other bodies and responsibilities.

Torrington Area Advisory Group. Councillor Rob Brown agreed to continue as Roborough representative. This was carried unanimously.

Planning subcommittee. The Planning sub- committee remain the same with Councillors Rob Brown, John Bowden, Michael Folland and Karen Bryant.

Highways. Councillor John Bowden agreed to continue to be the Parish representative for Highways. This was carried unanimously.

Snow warden. Councillor Rob Brown agreed to continue as snow warden. This was carried unanimously.

Item 5 Presentation and adoption of Accounts year ending 31.03.2017.

Audit commission documents.

The Parish Clerk presented the end of year accounts. The accounts had been checked by Internal auditor on the 31st April 2017 who signed the accounts as correct.

5a, Annual Governance Statement. (Section 1)

Councillor Rob Brown read to the Council Section 1 of the Governance Statement and it was agreed that the Council complied with the statements where applicable. This section was then signed as correct by the Clerk and Councillor Rob Brown.

5b, Acceptance of Accounting Statement (Section 2)

Councillor Rob Brown then read through the Accounting Statement and it was agreed by the Council as correct and signed by the Chairman.

5c, Update of Roborough Parish Council Assets Register.

Councillor Rob Brown read to the Councillors the Roborough Parish Assets register and signed it as correct.

All these documents will be posted on the Roborough Parish Council website to comply with the Transparency code.

Item 6 Matters from the floor. None.

Chairmans's Signature.....

Clerks Signature.....

Date.....

Date.....