Parish Council of Bournmoor

Annual General Meeting of Bournmoor Parish Council, via Zoom,

Wednesday 20th May 2020 at 7.00pm

1. **Present -** Cllr Robinson (Acting Chair), Cllr Armstrong, Cllr Holland, G Oliver (Clerk, minuting), Cllr Nelsey,
   Guest – Cllr Bell (DCC)

2. **Apologies for absence** – Cllr White, Cllr Tait, Cllr Brady

3. **Chairmans Introduction** – Cllr Robinson welcomed everyone to the virtual Parish Annual General meeting, via zoom.

4. **Chair and Vice Chair** Cllr Tait, has previously been agreed by Cllrs unanimously, prior to Covid to be Chair for a further year with Cllr Robinson, voted unanimously into the Vice Chair role.

5. **Minutes of Previous Meeting** – Due to the passing of the previous clerk, the Parish were unable to review or recall any minutes being issued from the 2019 Annual General Meeting.

6. **Wage Review –** In accordance with an agreement, when the new Parish Clerk took up the role, it was agreed that the first wage review would take place at the end of June.

7. **Financial matters**

   At the end of the account year, the Parish Council balance was £36, 147.10, arrangements are in place to get these audited and submitted in advance of the September 2020 deadline

8. **Risk Register** – the Cllrs were not aware of a risk register being in place. G Oliver will arrange for a risk register to be completed and this will form part of the Annual General Meeting.

9. **Asset Register** – G Oliver asked whether the Parish held an asset register as that should be reviewed annually at the AGM. The Cllrs were aware there were items purchased such as A3 printers, but agreed unanimously that all assets could remain in situe. A new asset register will be developed when new assets are purchased and reviewed annually at the AGM.

Next Annual General Meeting: May 2021. The meeting closed at 20:32