

**MINUTES OF THE ANNUAL GENERAL MEETING OF KYLOE PARISH
COUNCIL HELD ON TUES. MAY 8TH 2018 IN LOWICK VILLAGE HALL AT 7PM**

PRESENT: Chairman: Mr J Hutchinson

P. Cllrs: Mr C Wakeling, Mr S Biglands, Miss E Haigh, Mrs M Murray
Mr J Yeaman & Mr D Eltringham

IN ATTENDANCE: Mrs S Henderson, Clerk to Parish

COMMUNITY FOUNDATION FUND: Mr Jon Goodwin

Apologies: There were no apologies and no members of the public present

Chairman Mr J Hutchinson opened the meeting, welcoming and inviting Mr Jon Goodwin from the Community Foundation to give us an update on the Captain C D Leyland Fund.

Mr Goodwin reported that this was his 3rd visit, 4th if counting the induction meeting and that hopefully we are now ready to start giving out some money. He had forwarded documentation to all Councillors prior to the meeting to aid discussions which would take place. Two financial statements were available. First is the year end statement figure for the year ended 31 March 2018 of £3157. Second is the year to date 2018-2019 of £4159. Additional income of £1000 per quarter in each of July & October is to be expected.

Bell View, Belford – Mr Goodwin reminded us that at the February PC meeting we had agreed he would try and generate some interest in external applications. One such application was Bell View at Belford, a community based charity that supports older people in and around Belford to live independently and has a Community Resource Centre which opened in 2004.

Mr Goodwin suggested we give £1000 and was agreed by all present.

He further explained that as well as making grants to organisations in response to requests to the PC from individuals, a third avenue for grant making exists – **the donor-nominated grant to an organisation**. Two organisations were discussed at the February meeting.

1. **Berwick Cancer Cars (within the Berwick and District Cancer Support Group)** which is a registered charity with an area of benefit covering Northumberland and Scotland providing free driven transport for all cancer patients to any cancer related appointment.

Their most recent accounts 2016-2017 available via the Charity Commission website show considerable reserves with income significantly exceeding expenditure in each of the last three years. It may seem that a grant of £1000 would seem ‘a drop in the ocean’ to the organisation. However Mr Goodwin suggested that he ask them for an overview / estimate of how many of their beneficiaries are likely to live in the area of the Parish and for a sense of if and when they expect to spend some of their reserves. This was agreed.

2. **Kyloe Parish Council** – Grant of around £1800 for the purchase, installation and related training of a defibrillator.

At the February PC meeting it was thought that an application to the Barmoor Windfarm fund would be the first choice for a grant. This was still the case and would be followed up.

An Individual Application for grant funding had been received by the clerk. The PC Community Fund Panel had discussed this in the first instance and liaised with Mr Goodwin. Because there was a commercial aspect to the application it was turned down, however it did bring to light that the initial wording in the Parish Newsletter may not have been clear enough. New guidelines / criteria will be set up.

With the business of the Community Fund ended, Chairman Mr J Hutchinson thanked Mr Goodwin for his attendance and keeping us all up to date.

The AGM continued – the minutes of the previous AGM were proposed as a true record by Mrs M Murray, seconded by Mr J Yeaman and signed the Chairman Mr J Hutchinson.

MATTERS ARISING

The War Memorials from Fenwick Village Hall were successfully re-located to Lowick Church where it was re-dedicated on remembrance Sunday with wreaths laid in the Church and at the War Memorial in the village.

CHAIRMAN'S REPORT

Mr J Hutchinson reported that with the re-location of the war memorials now complete our involvement with Fenwick Village Hall is now at an end, although once the café is up and running we may be able to resume our PC meetings there.....

FINANCE

The Clerk produced the receipts and payment ledger explaining the income and expenditure for the year ended 31st March 2018 and showing that the receipts and payments columns totals were in agreement. The finances were accepted and the ledger signed by the Chairman and Clerk. The risk assessment for 2018 was approved.

<u>Premium a/c</u> as at 1 April 2017	894.73	
Interest added	<u>0.61</u>	
a/c balance at 31 March 2018		£895.34
Current a/c as at 1 April 2017	1774.76	
+ precept receipts	1000.00	
+ donation from village hall	<u>9933.68</u>	
a/c balance at 31 March 2018		£12708.44
Total payments amounted to	11446.18	
+ a/c balance as at 31 March 2017	<u>1262.26</u>	£12708.44

The new AGAR (Annual Governance and Accountability Return) for 2017-2018 was discussed and it was agreed we would apply for exemption, therefore:

- The Annual Governance Statement was approved
- The Draft Annual Accounts for 2017-2018 were approved
- The Accounting Statement and Explanation of Variances were approved
- The Certificate of Exemption was confirmed and approved

The Certificate of Exemption will now be posted to PKF Littlejohn along with the contact details form.

If we are accepted as exempt, then the above audit paperwork will be uploaded onto the PC website.

ELECTION OF OFFICERS

Chairman: Mr J Hutchinson

Proposer: Mrs M Murray

Seconder: Mr C Wakeling

Vice-Chairman: Mr S Biglands

Proposer: Mrs M Murray

Seconder: Mr C Wakeling

P. Councillors: Mr C Wakeling, Mr J Yeaman, Mr D Eltringham, Mrs M Murray
& Miss E Haigh will all continue

ANY OTHER BUSINESS

There being no other business the meeting closed at 7.45pm