

**MINUTES OF THE ANNUAL GENERAL MEETING OF KYLOE PARISH COUNCIL  
HELD ON 14th MAY 2024 IN LOWICK VILLAGE HALL AT 7.PM**

**PRESENT:** Chairman: Mr S Biglands  
P. Cllrs: Mr D Eltringham, Mr C Wakeling, Mrs M Murray  
Mrs S Begbie & Mr R Birch

**IN ATTENDANCE:** Mrs S Henderson, Clerk

**Members of the public:** None

**Chairman** Mr S Biglands opened the meeting and welcomed everyone

**Apologies:** Kevin Maloney, Community Foundation

**ELECTION OF OFFICERS**

Chairman:	Stephen Biglands	Proposer: Derek Eltringham
		Seconder: Colin Wakeling
Vice-Chair:	Roger Birch	Proposer: Derek Eltringham
		Seconder: Margaret Murray

**CHAIRMANS REPORT**

Stephen thanked all Parish Councillors for their work and enthusiasm throughout the year, for attending and informing us on the many individual meetings and email conversations on behalf of the Parish Council.

During the year we have dealt with numerous planning applications, some straightforward, others not so.

Glendale Gateway Trust, the Great North Air Ambulance, Age UK, Citizens Advice and HospiceCare were all recipients of donor nominated grants by the Parish Council from the Capt. C D Leyland Fund held within the Community Foundation. Applications made directly to the Capt. C D Leyland Fund by the Berwick upon Tweed Community Development Trust and Friends of Berwick & District Museum and Archives were also successful.

Special thanks to:

Colin for his very informative newsletters which keep residents aware of local issues and for attending the Town & Parish conference.

Derek for participating in the development of the Norham and Islandshire Neighbourhood Plan by joining the steering group.

Margaret for participating in the controversial meetings regarding the sudden closing of the B6353 from the crossroads up to Lowick for the repair of the landslide.

Roger for his work regarding the Book Box and now stepping up to vice-chairman.

Sheila who has continued to cope with an ever increasing workload as Parish Clerk, her efforts are greatly appreciated.

County Councillor Colin Hardy must be thanked for his attendance and input /advice at our meetings which is very much welcomed.

Finally Sue who has made an impressive impact and contribution to the Parish Council. She has recently become our Barmoor Wind Farm representative taking over from Colin. Sadly, Sue has decided to leave the Parish Council.

We all thank you for your time /input and wish you well.

**Approval of 2023 AGM minutes:** Proposer: Margaret Murray  
Seconder: Sue Begbie  
Signed by Stephen Biglands

### **Matters Arising**

There were no matters arising

### **Annual Audit 2023-2024**

**The receipts and payment ledger** showed the income and expenditure for the year ended 31<sup>st</sup> March 2024 and that the receipts and payments columns totals were in agreement. The finances were accepted and the ledger signed by the Chairman and Clerk.

<b><u>Premium a/c</u></b> at 1 April 2023	901.25	
Interest added	<u>10.85</u>	
a/c balance at 31 March 2024		<b>£912.10</b>
<b><u>Current a/c</u></b> as at 1 April 2023	904.87	
+ precept receipts	1100.00	
+ NCC Grant for Coronation	480.34	
HMRC Vat refund Feb 2022 – March 2023	<u>921.92</u>	
a/c balance at 31 March 2024		<b>£3407.13</b>
<b>Total payments</b> amounted to	1413.44	
+ current a/c balance as at 31 March 2024	<u>1993.69</u>	<b>£3407.13</b>

**The AGAR (Annual Governance and Accountability Return)** for 2023-2024 documents were available:

- The Annual Governance Statement was approved
- The Draft Annual Accounts for 2023-2024 were approved
- The Accounting Statement was approved
- The explanation of Variances were approved
- The Certificate of Exemption was confirmed, approved and signed by the Chairman

**Audit approval:** Proposed by Derek Eltringham & Seconded by Colin Wakeling

**The Certificate of Exemption will now be scanned & emailed to Mazars along with the contact details form.**

All Kyloe Parish Council Policies updated May 2024

**THERE BEING NO FURTHER BUSINESS**

The meeting closed at 7.30pm