

ROWSLEY PARISH COUNCIL

Clerk: Sian Bacon

Phone: 07545704384

Email: rowsleyparishcouncil@gmail.com

Web: www.rowsleyparishcouncil.co.uk

16th May 2022

Dear Councillor,

You are summoned to attend the Rowsley Parish Council Annual Parish Council Meeting on **23rd May 2022 at 7.30pm in the Village Hall, Rowsley.**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely,



Sian Bacon

ANNUAL PARISH COUNCIL MEETING AGENDA

		<i>Action Required</i>
1.	Election of Chairman	Approval
2.	Election of Vice-Chairman	Approval
3.	Apologies for absence	To note
4.	To confirm the Minutes of the Annual General Meeting held on 24 th May 2021	Approval
5.	To Approve the Annual Governance Statement 2021/22	Approval
6.	To Approve the Annual Accounting Statement 2021/22	Approval
7.	To Note the Internal Audit Report for the Accounts 2021/22	To note
8.	Accounts for the year 2021/22 – Appendix 1	Approval
9.	Appointments to outside bodies: <ul style="list-style-type: none">• Outside bodies• Village Hall Committee• Caudwell's Mill	Approval
10.	Code of Conduct	Approval
11.	Register of Interest Forms	Completed
12.	APCM Closed move on to Council meeting	

DATE OF NEXT APCM

- Monday 22nd May 2023 to be Held at 7.30pm in the Village Hall

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

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ANNUAL PARISH COUNCIL MEETING MINUTES

For the meeting held on 24th May 2021 in The WI Room, Village Hall, Rowsley

Councillors present: Kath Potter Robert Hockley **Apologies:** Cllr S Hobson (DCC)
 Richard Bean Victoria Friend
Others: Sian Bacon

		<i>Action Required</i>																																																			
1.	Election of Chairman Cllr Wildgoose nominated Cllr Potter and Cllr Rowney seconded. This was unanimously approved.																																																				
2.	Election of Vice-Chairman Cllr Hockley nominated Cllr Rowney and Cllr Wildgoose seconded. This was unanimously approved.																																																				
3.	Apologies for absence were received from Cllr Hobson (DCC)																																																				
4.	The Minutes of the Annual General Meeting held on 20 th May 2019 were approved																																																				
5.	The Annual Governance Statement 2020/21 was approved and will be submitted.	Clerk																																																			
6.	The Annual Accounting Statement 2020/21 was approved and will be submitted	Clerk																																																			
7.	The Certificate of Exemption 2020/21 was approved and will be submitted	Clerk																																																			
8.	The Internal Audit for 2020/21 was noted																																																				
	Accounts for the year 2020/21 The 2020-2021 internally audited accounts were approved.																																																				
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th align="right" style="width: 20%;">RBS Current £</th> <th align="right" style="width: 20%;">RBS Reserve £</th> </tr> </thead> <tbody> <tr> <td>Cash Book : Bal b/fwd current A/C 1st April 2020</td> <td align="right">50.00</td> <td align="right">17,578.37</td> </tr> <tr> <td>plus : receipts</td> <td align="right">14,025.50</td> <td align="right">-13.33</td> </tr> <tr> <td>less : payments</td> <td align="right">-14,047.06</td> <td></td> </tr> <tr> <td>To deposit</td> <td align="right">21.56</td> <td></td> </tr> <tr> <td></td> <td align="right"><hr style="border-top: 1px solid black;"/></td> <td align="right"><hr style="border-top: 1px solid black;"/></td> </tr> <tr> <td></td> <td align="right">50.00</td> <td align="right">17,565.04</td> </tr> <tr> <td>Unpresented chqs</td> <td></td> <td></td> </tr> <tr> <td>Unpresented receipts</td> <td></td> <td></td> </tr> <tr> <td>Balance</td> <td align="right"><hr style="border-top: 1px solid black;"/></td> <td align="right"><hr style="border-top: 1px solid black;"/></td> </tr> <tr> <td></td> <td align="right">50.00</td> <td align="right">17,565.04</td> </tr> <tr> <td>Bank : Current A/C - 31/03/21</td> <td align="right">50.00</td> <td align="right">0.00</td> </tr> <tr> <td>Deposit A/C - 31/03/21</td> <td align="right">0.00</td> <td align="right">17,565.04</td> </tr> <tr> <td></td> <td align="right"><hr style="border-top: 1px solid black;"/></td> <td align="right"><hr style="border-top: 1px solid black;"/></td> </tr> <tr> <td></td> <td align="right">50.00</td> <td align="right">17,565.04</td> </tr> <tr> <td>difference</td> <td align="right"><hr style="border-top: 1px solid black;"/></td> <td align="right"><hr style="border-top: 1px solid black;"/></td> </tr> <tr> <td></td> <td align="right">0.00</td> <td align="right">0.00</td> </tr> </tbody> </table>		RBS Current £	RBS Reserve £	Cash Book : Bal b/fwd current A/C 1st April 2020	50.00	17,578.37	plus : receipts	14,025.50	-13.33	less : payments	-14,047.06		To deposit	21.56			<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>		50.00	17,565.04	Unpresented chqs			Unpresented receipts			Balance	<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>		50.00	17,565.04	Bank : Current A/C - 31/03/21	50.00	0.00	Deposit A/C - 31/03/21	0.00	17,565.04		<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>		50.00	17,565.04	difference	<hr style="border-top: 1px solid black;"/>	<hr style="border-top: 1px solid black;"/>		0.00	0.00	
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Chairman's Signature Date.....

9.	Appointments to outside bodies: <ul style="list-style-type: none"> • Outside bodies – Cllr Kath Potter • Village Hall Committee – Cllr Victoria Friend (Treasurer) & Cllr Kevin Rowney (Chair) • Caudwell’s Mill – no available 	
10.	Code of Conduct This was approved	
11.	Register of Interest Forms These have been completed by all Councillors.	All
12.	AGM Closed move on to Council meeting at 7.49pm	

DATE OF NEXT AGM

- Monday 23rd May 2022 –held at 7.30pm in the Village Hall

Rowsley Parish Council

Bank Rec. As at 31st March 2022

	RBS Current £	RBS Reserve £	Summary £
Cash Book : Bal b/fwd current A/C 1st April 2021	50.00	17,565.04	17,615.04
plus : receipts	16,090.90	-855.01	
less : payments	-16,948.03		
To deposit	857.13		
	<u>50.00</u>	<u>16,710.03</u>	<u>16,760.03</u>
Unpresented chqs			0.00
Unpresented receipts			0.00
Balance	<u>50.00</u>	<u>16,710.03</u>	<u>16,760.03</u>
Bank : Current A/C - 31/03/22	50.00	0.00	50.00
Deposit A/C - 31/03/22	0.00	16,710.03	16,710.03
	<u>50.00</u>	<u>16,710.03</u>	<u>0.00</u>
	<u>50.00</u>	<u>16,710.03</u>	<u>16,760.03</u>
difference	0.00	0.00	0.00

Signed by Responsible Finance Officer

_____ Date

Signed by Chairman

_____ Date

		Monthly Budget Monitoring					
ROWSLEY PARISH COUNCIL		Year to Date at 31/03/22			Full Year Projection		
RECEIPTS & PAYMENTS ACCOUNT 2021/22		12					
Date	31st March 2022	Actual £	Budget £	Difference	Actual £	Budget £	Difference
Month	12	To Date	To Date	£	Projected	For Year	£
PAYMENTS	Administration						
	Clerk's salary	4,635.20	4,500.00	(135.20)	4,500.00	4,500.00	0.00
	Clerk's expenses	399.83	300.00	(99.83)	300.00	300.00	0.00
	PAYE	188.80	200.00	11.20	200.00	200.00	0.00
	Audit fees	37.50	140.00	102.50	140.00	140.00	0.00
	Hall Hire & Rent	0.00	100.00	100.00	100.00	100.00	0.00
	Subscriptions	346.87	190.00	(156.87)	190.00	190.00	0.00
	Communication including website and parish magazine	1,340.60	1,000.00	(340.60)	1,000.00	1,000.00	0.00
	Insurance	347.05	400.00	52.95	400.00	400.00	0.00
	Snow	0.00	0.00	0.00	0.00	0.00	0.00
	Training	50.00	50.00	0.00	50.00	50.00	0.00
		7,345.85	6,880.00	(465.85)	6,880.00	6,880.00	0.00
	Ground Maintenance						
	Grass cutting	4,546.64	3,000.00	(1,546.64)	0.00	3,000.00	3,000.00
	Recreation Ground	2,759.17	1,200.00	(1,559.17)	50.00	1,200.00	1,150.00
	Allotment	197.48	500.00	302.52	3,000.00	500.00	(2,500.00)
	Community Garden	0.00	500.00	500.00	1,200.00	500.00	(700.00)
	Bus Stops	0.00	150.00	150.00	500.00	150.00	(350.00)
	Footpaths	0.00	440.00	440.00	500.00	440.00	(60.00)
		7,503.29	5,790.00	(1,713.29)	5,250.00	5,790.00	540.00
	Safety	743.38	250.00	(493.38)	250.00	250.00	0.00
		743.38	250.00	(493.38)	250.00	250.00	0.00
	S137 Grants						
	S137 grants	1,050.00	2,000.00	950.00	2,000.00	2,000.00	0.00
		1,050.00	2,000.00	950.00	2,000.00	2,000.00	0.00
	Total Payments	16,642.52	14,920.00	(1,722.52)	14,380.00	14,920.00	540.00
	VAT	305.51	0.00	(305.51)	250.00	0.00	(250.00)
	Total Payments after VAT	16,948.03	14,920.00	(2,028.03)	14,630.00	14,920.00	290.00
		Actual £	Budget £	Difference	Actual £	Budget £	Difference
		To Date	To Date	£	Projected	For Year	£
	Grant	0.00	500.00	(500.00)	500.00	500.00	0.00
	Bank Interest	2.12	50.00	(47.88)	50.00	50.00	0.00
	Communication	30.00	500.00	(470.00)	500.00	500.00	0.00
	Allotment	444.79	250.00	194.79	250.00	250.00	0.00
	Recreation Ground	6,474.00	5,200.00	1,274.00	5,200.00	5,200.00	0.00
	Burial Ground	900.00	500.00	400.00	500.00	500.00	0.00
	DDDC Reimbursements	1,051.00	1,051.00	0.00	1,051.00	1,051.00	0.00
	Rent	200.00	200.00	0.00	200.00	200.00	0.00
	Footpath Grant	0.00	250.00	(250.00)	250.00	250.00	0.00
	Vat	439.11	300.00	139.11	300.00	300.00	0.00
	Total Receipts before precept	9,541.02	8,801.00	740.02	8,801.00	8,801.00	0.00
RECEIPTS	Precept	6,552.00	6,552.00	0.00	6,552.00	6,552.00	0.00
		16,093.02	15,353.00	740.02	15,353.00	15,353.00	0.00
		-855.01	433.00	-1,288.01	723.00	433.00	-290.00

