

DOWN ST MARY PARISH COUNCIL

Minutes of the Annual Meeting held on

Tuesday 13th May 2025 in the Village Hall

Present: Mr A Clark [in the chair], Mr M Austin, Mr D. Cridland, Mr A. Baker, Mrs J. Bennett, Mr S. Keable and Mr A. Martin [Clerk]

- 1) Apologies: Mrs N. Letch, Mr A White, Mr W. Jones
- 2) Election of Chairman:
Mr Clark was appointed Chairman on a motion proposed by Mr Austin and seconded by Mr Baker
- 3) Election of Vice-Chairman:
Mr Austin was appointed Vice-Chairman on a motion proposed by Mr Baker and seconded by Mrs Bennett.
- 4) Election of Clerk as Responsible Financial Officer
Mr Martin agreed to continue as responsible financial officer.
- 5) Minutes of Annual Meeting held on 14th May 2024. The minutes which had been circulated were agreed by all present and signed by the Chairman.
- 6) Finance: Statement of Accounts – year ended 31st March 2025. The Clerk presented the accounts which were agreed by all present.
- 7) The Statement of Internal Control was approved and signed.
- 8) The Certificate of Exemption from a limited assurance review was approved and signed.
- 9) The Annual Governance Statement was approved and signed
- 10) The Accounting Statement was approved and signed
- 11) Date of Next Annual Meeting: Tuesday 12th May 2026.