

MINUTES OF THE ANNUAL GENERAL MEETING OF HEXHAMSHIRE PARISH COUNCIL  
HELD ON **THURSDAY 8<sup>TH</sup> MAY 2025** AT 7.30PM  
IN WHITLEY CHAPEL PARISH HALL

**AGENDA**

1. Apologies for Absence - County Cllr Colin Horncastle, Lauren Kristensen  
Councillors present – Gill Whatmough, Marge Rastall, John Austin, Nicola Matthews, Roger Rutherford, David Flatman, Edward Parker, Susanna Nixon (Clerk)
2. Election of Chairman  
The Clerk invited nominations for the post of Chairman.  
Marge Rastall was proposed by Gill Whatmough and seconded by Ed Parker  
Marge Rastall was duly re-elected as Chairman and took the Chair.
3. Election of Vice Chairman  
Nicola Matthews was proposed by John Austin and seconded by Marge Rastall. The post was duly accepted.
4. Appointment of Scrutineer for Annual Accounts  
It was agreed to ask Marion Henderson as in previous years.
5. Appointment of 3 Councillors to sign cheques/access on-line banking  
Gill Whatmough, Nicola Matthews, John Austin
6. Appointment of 3 Councillors on to the Resilience Hub Sub-Committee  
Lauren Kristensen, Nicola Matthews and Marge Rastall.
7. Appointment of Parish Council representative to the Board of the Parish Hall Trust  
Nicola Matthews
8. Appointment of Parish Council representative to the Board of School Governors  
Roger Rutherford
9. Annual Governance and Accountability Return for 2024/2025
  - 9.1 To consider and agree any actions arising from the report of the internal auditor.
  - 9.2 To approve the Annual Governance Statement
  - 9.3 To approve the draft annual account for 2024/2025
  - 9.4 To approve the Accounting Statement and Explanation of Variances
  - 9.5 To confirm and approve the Certification of Exemption.

Due to the need to conduct an internal audit of our accounts this year, the AGAR forms will be completed and approved by the next meeting once the AGAR forms have been received.