

## **Minutes of the Annual Assembly Meeting of Carham Parish Council held in**

**St Cuthbert's Church, Carham on Tuesday 8 May 2018 at 7.00pm**

**012 Present:** Councillors Mrs A Lauder, J Jobson, P Feerick, Ms V Poland, Mrs A Changleng (Clerk) and Councillor A Murray

**013 Apologies:** Councillor W Potts

**Chair's Summary of Previous Year:** During the past year Councillor Jobson has been elected to Carham Parish Council and Councillor Feerick has been co-opted. Carham Parish Council has worked hard to support parishioners in Wark and Carham through liaising with NCC to provide more traffic calming measures in the form of VAS signage at the western side of Wark and new signage in both villages. Carham Parish Council allocated money to improve Wark Play Park by replacing rabbit wire and damaged fence posts and renewing the gates. Superfast Broadband is currently being installed in the parish to be completed in 2018 and the Parish Council is currently liaising with 5 postcodes not in the plan. A twice yearly Parish newsletter prepared by Councillor Poland has provided positive feedback. The Parish Council has lent its support to a new Walking Group set up by a local parishioner with NCC guidance and advice. The Chair concluded by thanking Councillors, the Clerk and Councillor A Murray for their support and work during the year and Mr Alan Cater for maintaining and updating the website.

**014 Minutes of Assembly Meeting** on 9 May 2017 were approved and signed.

**015 Appointment of Office Bearers:**

Chair: Mrs A Lauder proposed by V Poland and seconded by J Jobson

Vice Chair: To be decided

Clerk: Mrs A Changleng proposed by A Lauder and seconded by P Feerick

**016 Annual Governance and Accountability Return for 2017/2018 was approved by Councillors**

**There were no actions arising from the report of the internal auditor**

**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**

**017 Approval of Risk Assessment and Register of Assets:** Approved on the motion of P Feerick and seconded by J Jobson.

**018 Appointment of Responsible Financial Officer:** Mrs A Changleng was elected. Proposed by V Poland and seconded by A Lauder.

**019 Appointment of Internal Auditor:** Mr James Bell was elected. Proposed by A Lauder and seconded by P Feerick.

Councillor Poland thanked the Chair and Clerk for their work during the year.