

**GEORGE NYMPTON & QUEEN'S NYMPTON PARISH COUNCIL**

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**ANNUAL GENERAL MEETING 22<sup>ND</sup> May 2025**

**MINUTES OF THE MEETING**

**Present-** Ian Horsnell, Adele Poole, Richard Poole, Roger Gay, Jon Ride, Nan Maxwell.

**2025/001-Election of Chairperson.** Adele Poole was proposed as Chair by Nan Maxwell, seconded by Jon Ride and unanimously elected by the Council.

**2025/002-Election of Vice Chairperson.** Nan Maxwell was proposed by Adele Poole, seconded by Jon Ride and unanimously elected by the Council.

**2025/003-Election of Responsible Finance Officer.** Richard Poole was proposed by Nan Maxwell and seconded by Roger Gay and unanimously elected by the Council.

**2025/004-Delivery of Acceptance of Offices.** Acceptance of Offices signed and witnessed.

**2025/005-Apologies-**Apologies were received from Cheryl Pocock because of a family bereavement.

**2025/006-Minutes of Previous Meeting-**Unanimously approved and signed.

**2025/007-Disclosable Pecuniary Interest-**There were none.

**2025/008-Announcements from the Chair-**Adele Poole thanked Ian Horsnell for chairing the Parish Council over the past two years. She also thanked Richard Toller for his many years of service on the Council and acknowledged his letter of resignation. She thanked Richard Poole for his work in the office of Responsible Finance Officer and for preparing the AGAR and thanked Mark Gunn for carrying out the Internal Audit.

Adele confirmed the appointment of Faye Davies as Parish Clerk. Faye will commence work with the Council on July 1<sup>st</sup> and will attend for induction on May 27<sup>th</sup>. Adele thanked those who have helped with the duties of Parish Clerk over the past year, in particular Ute Gojrzewski and Karen Horsnell whose help has been very much appreciated.

Adele acknowledged receipt of an email from Richard Holloway with an attached press statement from the Hunt Free Zone group. A copy of the Parish Council's statement from 17<sup>th</sup> April 2025 has been sent to Tiverton Stag Hounds, Ian Froome MP, Barnstaple Police and to the office of the Police and Crime Commissioner, all for information purposes only. The only reply received so far is from the Office of the Police and Crime Commissioner who wrote that they do not get involved in operational policing matters. The Council had not asked for their involvement in any operational policing matter.

It was agreed that any questions to the Council from the press would be referred to the Council's statement from April 17<sup>th</sup>.

**2025/009-Democratic 15 Minutes/ Public Question Time-**There were no members of the public present.

**2025/010-Dispensation Requests**-There were none.

**2025/011-Planning Matters**-There were no new planning matters.

**2025/012-Financial Matters.**

2025/012.1-Account Balances: Community Account-£1,809.32. Business Premium Accounts £3,443.17 Total -£5,252.49.

2025/012.2-Transactions since last ordinary meeting-VAT refund of £315.97.

Precept from North Devon Council for 2025-26 1<sup>st</sup> receipt for £1,400.

2025/012.3-Online payment of £115.87 to DALC for 2025/26 NALC & DALC Affiliation Fees approved.

2025/012.4-Online payment of £1,274.52 to PCC for 2024 Churchyard maintenance costs approved.

2025/012.5-Unanimous agreement to continue with Community First Insurance for a three year deal at £205.30 per year.

2025/012.6- Payroll for Parish Clerk discussed. Richard Poole will register the Council as an entity with HMRC. He will circulate the IOS required for an Apple MAC and for Microsoft for Councilors to look at who has a compatible system.

**2025/013-AGAR 2024/2025**

2025/013.1-Annual Internal Audit Report for 2024/25 received on 30<sup>th</sup> April 2025.

2025/013.2-Council resolved that it meets the necessary criteria and wishes to be an authority exempt from full external audit. (Criteria: the higher of gross annual income or gross annual expenditure less than £25,000; no outstanding legal issues; authority has been in existence for more than three years). RFO and Chair signed Certificate of Exemption for 2024/25.

2025/013.3-Council approved Annual Governance Statements for 2024/25. Signed by Chair and Clerk.

2025/013.4-Council approved Accounting Statements for 2024/25. Signed by Chair & RFO.

2025/013.5-Council confirmed dates for the Provision of Public Rights as Monday 16<sup>th</sup> June 2025 to Friday 25<sup>th</sup> July 2025.

**2025/014-Parish Council Email**-The Council acknowledged the need to address the need for the Council to have a general email account hosted by an authority owned domain. Richard Poole will look at this.

**2025/015-Grievance Policy**-The policy recently circulated was adopted by the Council.

**2025/016-Disciplinary Policy**-The policy recently circulated was adopted by the Council.

**2025/017-Sickness and Absence Policy**-The Policy recently circulated was adopted by the Council.

**2025/018-AOB**-Ian Horsnell offered to deliver a gift from The Council to Ute Gojrzewski.

**2025/019-Dates of future Ordinary Meetings.**

**17<sup>th</sup> July 2025, 18<sup>th</sup> September 2025, 20<sup>th</sup> November 2025**

**15<sup>th</sup> January 2025, 19<sup>th</sup> March 2025.**

**Meeting Closed at 7.20pm.**

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