**Mainstone with Colebatch Parish Council**

**Annual Parish Council Meeting Minutes**

**15 May 2025**

1. **Elections** 
   1. Election of Chairman: AH was happy to stand again. No other candidates came forward and AH was duly elected and signed the Declaration of Acceptance of Office form.
   2. Following the recent elections, all council seats for Mainstone with Colebatch Parish Council were uncontested and all returning councillors signed their Declaration of Acceptance of Office form.
   3. Councillors completed and signed election expenses returns. Clerk will deliver these to the Guildhall.
   4. Clerk shared details for the new electronic register of interests. The deadline for councillors to fill this in is 2/6/25.
2. **Apologies**: Ruth Houghton.

**3.0 Approval of Minutes**

3.1 Minutes of the meeting held on 13 March 2025 were confirmed as a true and accurate record by all and signed by AH.

**4.0 Finance**

* 1. Current Account balance at date of meeting 8667.04. The latest financial

statement was approved and signed by the Chairman

* 1. Precept of £2625.00 for 2025/2026 credited on 25 April.

4.3 Approved payment of £15.00 to LT for carrying out internal audit for 2024/25.

* 1. AH to drop off latest bank statements.

**5.0 Annual Audit/Governance Statement/Accounting Statement**

5.1 The 2024/25 internal audit was completed, reviewed and signed by the Chairman and Clerk

5.2 The Annual Governance Statement was approved and signed by the Chairman and Clerk

5.3 The 2024/25 Accounting Statement was approved and signed by the Chairman and the Clerk.

5.4 Certificate of Exemption approved, signed by Chairman.

**6.0 Police**

6.1 Latest policing priorities were shared with councillors, these are rural crime/farm thefts.

6.2 Meeting happened just before May crime report published – to be shared at the next meeting.

**7.0 Roads**

**7.1** Clerk to upload latest road closure notices to the parish council website and social media.

**8.0 Ruth Houghton**

8.1 Clerk shared updates received via email from Ruth Houghton including defib training and road closures.

**9.0 Matters Arising Since Last Meeting**

9.1 Village Hall Mural: As part of the redecoration/modernisation of the village hall, the Village Hall Committee has commissioned a local artist to paint a triptych of local scenes. The Parish Council agreed to pay the bill for this which is £400.

9.2 Clerk’s pay: Clerk’s raise was discussed and it was agreed from this meeting the clerk would be paid £13.50 per hour.

9.3 Henley Wood: Details of an evaluation of Henley Woodland for Forest Certification were shared with councillors, no action required.

**10.0 2025 Meeting Dates**

July 17

September 18

November 20

**11.0 Matters for the Next Agenda**

11.1 None arising.

**Meeting Closed at 9pm  
Date of next meeting: 17 July 2025 at 7.30pm**