



Chair: Cllr S Mason
Clerk to the Council: Kevin Robinson
78 High Street, Carrville, Durham, DH1 1AT
Tel: 07784 480370 Email: sherburnpc@hotmail.co.uk

Minutes of the Annual General Meeting of Sherburn Village Parish Council
Meeting held at Sherburn Village Community Centre – Tuesday, 23rd May, 2023 at 7.30pm

1.Election of Chairman

The clerk invited members present to nominate a Chair for the forthcoming year. Councillor Leadbitter stood down as chairman and nominated Councillor Mason to take over which was seconded by Councillor David Coulthard and it was agreed by all members.

2.Acceptance of Office of Chairman

Councillor Mason accepted and signed the Declaration of Office with the Clerk countersigning and Councillor Mason chaired the rest of the meeting.

3.Apologies

Councillors D Hall, De Coulthard, A Leary

4.Election of Vice Chairman

The clerk invited members present to nominate a Vice Chairman for the forthcoming year. The previous Vice Chairman, Councillor Mason had been appointed as Chair. Councillor Mason nominated Councillor Leadbitter to become Vice Chairman which was seconded by Councillor David Coulthard and it was agreed by all members.

5.Acceptance of the Standing Orders; Financial Regulations; Delegation Scheme & Code of Conduct

The above are available on the Parish Council website and were all accepted in their present form by all members.

6.Approval of Statement of Internal Control and Risk Register

The Council's Statement of Internal Control and Risk Register were approved by all members.

7.Appointment/Reappointment of working parties

Councillor Mason proposed that all continued in their present format. This was seconded by Councillor Leadbitter and it was agreed by all members.

8.Appointment of the Internal Auditor

Councillor Mason proposed that the current auditor should continue which was seconded by Councillor Leadbitter and members agreed.

The meeting closed at 7.45pm