

Farway Parish Council

Clerk to Parish Council: Sally Maynard, Marles Farm, Awliscombe, Honiton, Devon EX14 3PJ

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MINUTES OF THE ANNUAL GENERAL MEETING & ANNUAL PARISH MEETING OF FARWAY PARISH COUNCIL held on:

TUESDAY 13TH MAY 2025 at 7.30 pm

This meeting was held in the Parish Hall.

PRESENT: Cllrs. S. Snell (Chairman), S. Loud, S Tucker, S Kastner-Walmsley.

Sally Maynard (Clerk)

No members of the public were present.

1. Election of Chairman: Cllr Steven Snell

Proposed by: Cllr Steve Loud

Seconded by: Cllr Stephanie Kastner-Walmsley

There were no other nominations therefore Cllr Snell was duly elected.

2. Apologies for absence – County Cllr Paul Arnott, District Cllr Helen Parr, Cllr Kate Kenlock.

3. Declarations of interest – There were none.

4. Election of Vice Chairman: Cllr Steve Loud

Proposed by: Cllr Sue Tucker

Seconded by: Cllr Stephanie Kastner-Walmsley

There were no other nominations therefore Cllr Loud was duly elected.

5. Reports from County and District Councillors –

Cllr Arnott and Cllr Parr had sent a written report to Councillors by email before the meeting. They both included a summary of events including the County Council elections on 1st May where Cllr Arnott was elected to cover the Coly Valley area.

6. Chairman's report: The Chairman read out his report for the year which reported that we had had 6 meetings throughout the year, planning applications that the Council supported and commented on. He thanked his fellow Councillors for their support and thanked Sally as Clerk for her work throughout the year.

7. Clerk to explain circulated accounts and to adopt them for the year ending 31st March 2025 and To approve and sign The Annual Governance Statement (part 1 of the Financial Return), and the Certificate of Exemption.

A copy of the AGAR 2023/2024 was read out to the Councillors by the Clerk and each question on Section 1 was agreed by the Council. The Clerk explained the Certificate of Exemption and as we have had income less than £25,000 by signing the exemption this would negate us from having to have an external audit. The Certificate of Exemption will be sent to pkf Littlejohn by 30th June 2025 in line with the Local Audit Regulations 2015 this was now approved and signed by the Chairman at this meeting.

All in agreement. This was signed by the Chairman and Clerk and would be emailed.

The Clerk handed out a copy of the end of year accounts to Councillors before the meeting but ran through the receipts and payments. Cllrs had no comments. The Clerk asked for a formal adoption of the accounts which was made by Cllr Loud and seconded by Cllr Tucker. All in favour.

8. Minutes of the last meeting held on 11th March 2025. These were signed as a true and correct copy.

9. Financial Matters including cheques to sign and To approve and sign The Accounting Statements for the year end 31/03/2024 (part 2 of the Financial Return). And discuss Internal Audit report.

Section 2 financial figures were discussed and variances from the previous year were explained. This was agreed and signed by the Chairman and by the RFO – Sally Maynard. Also the internal audit report was read out. The auditor pointed out that there were two things missing from the website. These were the 2023/24 certificate of exemption and the bank reconciliation as at the 31st of March 2024. The Clerk said that that this was her fault and would be corrected. The Clerk said that all financial documents would now be on the website.

The Clerk also made the council aware that as of 1st April 2025 the national minimum wage had increased to £12.21 per hour and at present she is being paid £12 per hour, Councillor Loud proposed that they increase the salary to £13 per hour and this was seconded by Councillor Tucker. All in favour.

10. Highways: Nothing to report

11. Planning Applications

24/2362/FUL – Goldacre Farm, Farway - Demolishing existing extensions, proposed single storey extension on south elevation, small extension to entrance hall on north elevation, balcony to the north. Alterations to fenestration and proposed new garage/store/workshop. – Council supports following site visit – Awaiting decision

12. Parishioners questions: - There were none

12. Any other business: The noticeboard outside of the Church was discussed and it was suggested that the Clerk to look into using some of the money from the CiL that has been received. There are a number of rules that need to be followed but was fairly sure that this money could be used to replace this but is an ongoing project.

13. Date of the next meeting To be confirmed but the middle of July.

As there was no further business the Chairman declared the meeting closed.

SIGNED:**DATE**