

	<p style="text-align: center;"><u>MINUTES</u> <u>LEIGH ANNUAL PARISH COUNCIL MEETING</u> <u>TUESDAY 13 MAY 2025 AT 1900</u></p>
	<p><u>Present – Councillors</u> Steve Humphries (SH) – Chairman Sam Vincent (SV) Alfie Southwell (AS)</p> <p><u>Officials</u> Kaye Elston (KE) – Clerk Chris Kippax – Dorset Councillor</p> <p>Members of the public: 6</p>
1	<p><u>OPENING REMARKS by CHAIRMAN</u> The chairman thanked everyone for attending and welcomed the audience to the meeting.</p>
2	<p><u>APOLOGIES for ABSENCE</u> Mark Read, Alan Bennett and Julie Taylor – these were accepted.</p>
3	<p><u>REGISTER OF INTEREST</u> Annual reminder to parish councillors to refresh their details with Dorset Council if necessary.</p>
4	<p><u>ELECTIONS</u> Election of Chairman and Vice-chairman of Leigh Parish Council.</p> <ul style="list-style-type: none"> Chairman – Councillor Humphries advised he was prepared to re-stand unless another councillor wanted to stand. All councillors present in agreement to re-elect Councillor Humphries. <i>Proposed: Councillor Vincent</i> <i>Seconded: Councillor Southwell</i> Vice-chairman – Councillor Vincent advised he was prepared to re-stand unless another councillor wanted to stand. All councillors present in agreement to re-elect Councillor Vincent. <i>Proposed: Councillor Humphries</i> <i>Seconded: Councillor Southwell</i> Declaration of office was signed by Chairman and Vice-chairman.
5	<p><u>FINANCES AND ACCOUNTS 01.04.24 to 31.03.2025</u> Clerk advised the end of year accounts had been returned from the internal auditor and the report would be discussed in the full council meeting.</p> <ul style="list-style-type: none"> Internal auditor has completed the Annual Audit Report 2024/25 of the AGAR with two recommendations made. One is for two entries of VAT not entered on the spreadsheet – this will be amended by the clerk. The second recommendation is for the Notice of public rights to be published on the website. Clerk confirmed they were on the website but located in the previous year accounts. AGAR Section 1 Annual Governance Statement 2024/25 – this was agreed by the parish council and signed by the Chairman and Clerk/Responsible Financial Officer. <i>Proposed: Councillor Humphries</i>

	<p>Seconded: Councillor Southwell All councillors present in agreement</p> <ul style="list-style-type: none"> • AGAR Section 2 Accounting Statements 2024/25 – this was agreed by the parish council and signed by the Chairman and Clerk/Responsible Financial Officer. <p>Proposed: Councillor Southwell Seconded: Councillor Humphries All councillors present in agreement</p> <ul style="list-style-type: none"> • Internal auditor for 2025-26 – clerk advised that Baker-Fox Associates returned the internal audit on time and the service had been good. Councillors in agreement to request the service for 2025-26 from Baker-Fox. <p>Proposed: Councillor Southwell Seconded: Councillor Humphries All councillors present in agreement</p> <ul style="list-style-type: none"> • Councillors thanked the clerk and Councillor Southwell for preparing the accounts and the budget forecasts.
6	<p><u>REVIEW OF STANDING ORDERS AND DIRECT DEBITS</u></p> <ul style="list-style-type: none"> • S Broadway (SO) payroll fee - £20 • Lloyds Bank (DD) service charge - £4.25
7	<p><u>REVIEW OF PARISH COUNCIL STANDING ORDERS AND REGULATIONS</u></p> <ul style="list-style-type: none"> • Standing Orders – adopted the current standing orders. A revised version is to be circulated to councillors by KE, and reviewed at the July meeting • Financial Regulations – adopted current regulations but they need to be updated with the new pro forma.
8	<p><u>DORSET ASSOCIATION OF PARISH AND TOWN COUNCILS</u></p> <ul style="list-style-type: none"> • Councillors had agreed to continue this subscription at the last meeting in March. Subscription in the sum of £255.50.
9	<p><u>APPOINTMENT OF COMMITTEES AND LEAD REPRESENTATIVES</u></p> <p>Specific areas of interest and activity to be the representative for Leigh parish council agreed:</p> <ul style="list-style-type: none"> • Boyle's Trust: Current Trustee - Christopher Fox • Climate Change Initiatives representative: Cate Dixon • Rivers and flooding: Cllr Vincent • Highways & Byways including footpaths: <ul style="list-style-type: none"> ○ Appointed representative Leonora Stewart • Leigh Parish Church (St Andrew's) : Cllr Bennett • Neighbourhood Plan: No appointment • Transport: Cllr Taylor • Play Park: Cllr Humphries • Village Green: Cllr Read • Village Hall: Cllr Taylor • Community Speed Watch: <ul style="list-style-type: none"> ○ Appointed representative TBC

	<ul style="list-style-type: none"> • Defibrillator: Appointed representative Graham Bugler • Annual litter pick: Appointed representative Andrew Little • Candle Auction: Appointed representative: Gordon Morris • Planning: No appointment
10	<u>GENERAL POWER OF COMPETENCY</u> <ul style="list-style-type: none"> • Not required to note as not an election year.
11	<u>DATES OF NEXT ANNUAL PARISH COUNCIL MEETING</u> <ul style="list-style-type: none"> • Tuesday 12 May 2026 at 1930

Meeting closed at 1940

Signed.....

Steve Humphries 12th May 2026
Chairman, Leigh parish council