

**Minutes of the Annual Assembly Meeting of Carham Parish Council held in
St Cuthbert's Church, Carham on Tuesday 10 May 2016 at 7.00pm**

- 858 Present:** Councillors Mrs A Lauder (Chair), Mr B Woodcock, Mr W Potts, Mr D Critchlow, Mr R Brydon, Ms V Poland, Mrs A Changleng (Clerk) and Councillor A Murray
- 859 Apologies:** Councillor Mrs J Thomas
- 860 Appointment of Office Bearers:**
- Chair: Mrs A Lauder proposed by B Woodcock and seconded by R Brydon
- Vice Chair: B Woodcock proposed by R Brydon and seconded by W Potts
- Clerk: Mrs A Changleng proposed by W Potts and seconded by R Brydon
- 861 Minutes** of Assembly Meeting on 12 May 2015 were approved and signed.
- 862 Approval of Statement of Assurance:** The Statement of Assurance was read out and approved on the motion of B Woodcock and seconded by W Potts.
- 863 Approval of Statement of Accounts to 31 March 2016:** Details of the accounts were produced. Approved on the motion of W Potts and seconded by B Woodcock.
- Only ten play park inspections were carried out during the year but the play park inspector had notified the clerk by email that none were necessary in January and February as the park was not being used.
- 864 Appointment of Responsible Financial Officer:** Mrs A Changleng was elected. Proposed by W Potts and seconded by B Woodcock.
- Councillors approved an increase in the Clerk/RFO's annual salary to £500 per annum to reflect increased responsibilities.
- 865 Appointment of Internal Auditor:** Mr James Bell was elected. Proposed by R Brydon and seconded by W Potts.
- 866** The meeting concluded with the Chair reflecting on the work carried out during the year. It was a pleasure to purchase a new park bench in recognition of long service by Councillors W Potts, R Brydon and B Woodcock. Many thanks to Councillors and residents of the parish who made this possible. She thanked Parish Councillors and Councillor Murray for their continued support, experience and guidance and all others who give their time looking after the parish.
- 867 Date of Next Ordinary Meeting: Tuesday 12 July in St Cuthbert's Church, Carham at 6.30pm.**