BOXWELL WITH LEIGHTERTON
PARISH COUNCIL
ANNUAL GENERAL MEETING

TUESDAY, 26th MAY 2026 at 7.00pm
MINUTES

Attendees: Simon Gale
Francesca Gale
Clare Dixon
Gary Mackenzie
Dan Say
Felicity White

The Annual General Meeting of the Boxwell with Leighterton Parish Council took place at 7.00pm on Tuesday, 26th May.

1. Simon Gale welcomed the Parish Council members to the meeting.
2. The following appointments were made:
   2.1. Simon Gale was appointed Chairman, proposed by Clare Dixon and seconded by Gary Mackenzie.
   2.2. Francesca Gale was appointed Responsible Financial Officer, proposed by Gary Mackenzie and seconded by Clare Dixon
   2.3. Felicity White was appointed Parish Clerk, proposed by Simon Gale and seconded by Clare Dixon.
3. All individuals completed and signed their Acceptance of Office forms, together with a Register of Interests in accordance with requirements.
4. The annual (2025/26) AGAR was presented and discussed in order that it could be submitted in accordance with the required time frame.
   4.1. The Annual Governance Statement was approved.
5. The 2025/26 Accounts were reviewed and checked against the numbers included in the AGAR.
   5.1. The Accounting Statements were approved.
6. We then discussed the document for formal submission - AGAR Form 2 (Page 3)
   6.1. The Certificate of Exemption was approved.

The meeting closed at 7.15pm.