

Dear Councillors,

You are summoned to attend the Remote Annual Meeting of the Parish Council commencing at 7.30pm and thereafter the Ordinary Meeting on Wednesday 5 May 2021.

P Ashley Clerk 29/4/21

Supporting Documents

Report of outgoing chairman - Circulated by Chair.

Income/Expenditure & Bank Reconciliation.

Caretaker Hours March 2020 - February 2021 - Circulated in March.

Caretaker invoice for March.

Accounts

The business to be transacted at the meeting is noted below.

Ratified updates Public Bodies (Admission to Meetings) 1960 apply to this meeting.

AGENDA

Annual Meeting

1) To elect a chairman for the forthcoming year.

(Local Govt Act 1972 Section 15 para 2)

2) For the elected chairman to accept the position for the forthcoming year.

(Local Govt Act 1972 Section 83 para 4)

3) To receive the report of the outgoing chairman.

4) Appointments

a) To appoint a Caretaker Coordinator.

b) To appoint a representative to Ryedale Branch of YLCA.

c) To appoint a representative to Village Hall Committee.

d) To note representative on Court Leet.

e) To appoint a representative to the John Stockton Trust 2021-24 for Hutton le Hole & Spaunton.

## Ordinary Meeting

1) To receive and note apologies.

2) To note any declarations of interest:

(a) To approve dispensation requests.

(b) To note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.

(3)

To consider matters arising not covered elsewhere on the Agenda.

(4)

Public Session - to allow members of the public to make representations, ask questions and give evidence in respect of any items of business on the agenda.  
(Maximum 3 mins)

(5)

To note that the Clerk has submitted a response to the Government's consultation regarding Remote meetings.

(6)

a) To consider any Planning Applications/Decisions received from NYMNPAs.

Received: NYM/2021/0249/WTCA - work to trees at Woodside.

Decision: NYM/2020/0950/FL - Cattle shed at Westfield Lodge.

(7) VILLAGE

a) To receive a report from Cllr Bentley regarding work undertaken by the caretaker in March and April.

b) To receive comments from councillors regarding work completed in March and April and to consider requests for specific items over the next month.

c) Update re work below Ford Cottage.

(8)

To approve the Website Accessibility Statement as presented to Council.

(9) FINANCIAL MATTERS

- a) To carry out the Councils Audit in accordance with the Council's Internal Audit Procedures in relation to the Review of Effectiveness of the Internal Audit and Internal Audit Control and approve the internal audit report.
- b) To formally adopt the Parish Councils accounts in accordance with the requirements of the External Auditor and approve:
- i) Section 1 of the accounts (Annual Governance Statement).
  - ii) Section 2 of the accounts (Accounting Statements).
  - iii) The certificate of exemption.
  - iv) The publication of the notice of Public Rights.
- c) To reappoint the Internal Auditor for the financial year 2021-22.
- d) To receive and agree an update in respect of funds held and money movement since the start of the financial year.
- e) Cheques issued outside the meeting:

April

JRA Computer Repair - £54.00

Duncombe Sawmill - Posts/Rails - £168.16

Caretaker - March - £240.00

Moore Payroll - £78.00

(10) Delegation of Council duties whilst under periods of disruption when in person meetings may not be able to take place.

To agree to delegate to the Clerk (under Local Government Act 1972, Section 101) the powers to do anything expedient and necessary to ensure the continuous business of the council, and to deal with mandatory undertakings, in order to prevent the authority from incurring liability during the period when, for what ever reasons, formal meetings cannot take place. It would expected that the Clerk will consult with the Chairman in the decision making but councils must acknowledge that it is the officer that is the decision maker.

(11) Information from and questions to the Chair:

a) Circulated Govt survey re proposed changes to Council for N Yorkshire and NP survey re New Management Plan to residents.

- b) Submitted responses from councillors to NP re New Management Plan.
- c) The Transparency/Finance page on the website has been updated and the Asset Register has been adjusted to include the new bench.
- d) The green posts were put in place on 29 March at Ox Close.
- e) The memorial plaques were attached to the benches on 30 March - email sent to residents.

(12) Information from the Clerk:

Info re meetings – as things stand, the May meeting will be the last that we can do remotely. There will be a government response on June 17th as to whether remote meetings will be allowed to continue.

Update re NatWest. – I accepted a compensatory figure of £270 for problems caused (£120 for my time + £150 for compensation)

Update re computer - repair undertaken by JRA which has improved the speed to nearer to an acceptable level.

To note VAT return this has been submitted for £170

To agree the date of the next meeting.

Members of the public wishing to attend should send their email address to the Clerk at [paul.ashley30@gmail.com](mailto:paul.ashley30@gmail.com) at least 24 hours before the meeting