

## **Minutes of the Annual Meeting and thereafter Ordinary Meeting held at The Village Hall, Kirby Misperton on Tuesday 28 May 2013 at 7.45pm**

Present Councillors K Sanders (Chairman), D Corton, K Edmond and P Wicks

Clerk Miss S Brown

Three members of the public were present

1. Councillor K Sanders was proposed by Councillor K Edmonds and seconded by Councillor D Corton to act as Chairman to the Council for the forthcoming year.

Councillor P Wicks was proposed by Councillor K Sanders and seconded by Councillor K Edmonds to act as Deputy Chairman

2. Councillor Sanders signed the declaration of office of Chairman for the forthcoming year
3. The report of the outgoing Chairman was received
4. Members of the Council to signed the declaration of office as per request from RDC

### **Ordinary Meeting**

5. No apologies for absence were received
6. No Councillors made declarations of Interest in items on the agenda
7. Minutes and Matters arising:
  - a) The minutes of the Meeting held on 26 March 2013 were approved and signed
  - b) There were no matters arising from the meeting 26 March 2013.
8. A member of the public made an enquiry regarding the publication of the audited accounts
9. Planning
  - a) No planning applications have been received by the Clerk since the meeting of 26 March 2013
  - b) No decisions by Ryedale District Council regarding previously received applications have been received since the previous meeting

- 10 To consider financial matters
- a) The report of the internal auditor was read and accepted
  - b) The Annual Return form was received and approved including the full accounts, statement of variance and bank reconciliation.

Councillors requested that a copy of the return and supporting documents was published on the website.
  - c) The Council considered the insurance quotes received in respect of the insurance renewal and decided to transfer the policy to AON to take advantage of savings and a 5% discount for agreeing to sign a 3 year renewal contract.
  - d) The Council agreed payment of the cheque list as presented.
9. Staffing
- a) The Council noted the hours worked by the clerk from March 25<sup>th</sup> to May 27<sup>th</sup> as 24 hrs
- 10 Procedural reviews
- a) The Council deferred the review of the current Risk Assessment Policy
  - b) The Council received the information contained on the Parish Council website from Councillor Wicks. The headings proposed were agreed.

<http://kirbymisperton.ryedaleconnect.org.uk/>
  - c) The Council reviewed the Asset Register and agreed to review this again in 10 months from the current meeting.

A request to post a copy of the asset register on the website was made by Council
- 11 Councillor Wicks reported to Council the results of information gathered at the Parish Meeting. It was agreed that the next step in progressing the Parish Plan was to write to all villagers to gain further information regarding issues raised. Councillor Wicks to action letter.
- Councillor Sanders and Wicks reported that to date the Clerk's appraisal had not been done but this was to be rectified after the current meeting
- A request was made in general from Councillors that the Parish Meeting should be held to the latter end of the week rather than mid week to enable those

villagers working away during the week to attend.

12 The Clerk reported that she had received an email from Ryedale District Council regarding the height of the dog bin on the approach to Flamingo Land. Having consulted with Cllr Edmonds and Acorn it was felt that it was not possible to lower the bin as this would impede access to the electrical workings of the post.

It was further agreed that as the bin had been sited at this location for a considerable period of time the Council would be reluctant to spend electorate money in relocating the bin as historically access has not been an issue

The Clerk informed the Council the next meeting of the YLCA Branch Meeting is to be 18 June 2013 at Ryedale House. Cllr Sanders is to accompany the Clerk to the meeting

13 There were no questions to the Chairman

14 The date of the next meeting is 30 July 2013

The meeting closed at 8:35pm