

Minutes of the Annual Meeting of Kirby Misperton Parish Council

Saturday 20th May 2022 at 10h00 – Village Hall

Present:

Cllr Jacqueline Cray – retiring Vice-Chair

Cllr Sarah Barker – Wyatt

Cllr Mark Atkinson

Cllr Helen Brotherton (and Volunteer Clerk).

The Retiring Vice-Chairman welcomed those present.

In the absence of the Chairman, the Vice-Chairman agreed to preside.

The Retiring Vice-Chairman asked the Councillors present to declare any interests in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 in relation to this meeting. None were declared.

1. Cllr Peter Winter, in absentia and with his full prior agreement, and there being no other candidates, was appointed as Chairman for the forthcoming year (Local Government Act 1972, Section 15, paragraph 2)

Proposed: Cllr Cray

Seconded: Cllr Brotherton

2. Cllr Cray was appointed as Vice – Chairman

Proposed: Cllr Brotherton

Seconded: Cllr Barker - Wyatt

The Vice-Chairman signed the Declaration of Office form, witnessed by the Clerk
The Co-opted Councillors, Cllr Barker – Wyatt and Cllr Atkinson signed their
Declaration of Office forms for 2023/24.

The Chairman will duly sign the Declaration of Office form at the next Ordinary meeting.

3. Councillors were appointed as representatives to the following listed meetings:

- Parish & KM8 Liaison Cllr Cray.
 - *Cllr Cray gave the latest update briefly on KM8 and agreed to share this update with the villagers who would be attending the Annual Parish Meeting.*
- North Yorkshire Council Liaison - Cllr Winter.
 - *this appointment is now re-named to reflect the demise of RDC and the new County Council structure. Ongoing liaison will be required to best understand how the structural changes will impact our small Council.*
- YLCA & Branch Cllr Brotherton
- War Memorial / Roundabout Cllr Atkinson
 - The main refurbishment and planting of the roundabout is complete, but as per the Budget, will require some maintenance ongoing i.e. mulching and some weeding

- *Cllr Atkinson has agreed to take on the responsibility of tackling the project to research the cleaning and restoration works on the War memorial itself. The Clerk has already registered the War memorial and will send the links to progress made so far.*

No other working groups, liaison people nor sub-committees were deemed necessary for the Council activities planned for 2023 – 24.

4. To consider and review the internal Audit from YLCA and prepare the final AGAR submission.

The key points of the Internal Audit were reviewed, noted where improvements should be made:

- (1) Noting of the actual figure for the Precept in the Minutes, not merely noting it as AGREED
- (2) Bank reconciliations – YLCA would prefer it to follow the NALC model rather than the Clerk's version.
- (3) The Exercising of Public Rights form will be prepared, when publishing AGAR, and published for the correct time-period.
- (4) Further Statutory Policies need to be prepared, reviewed, accepted and published during forthcoming Ordinary meetings to comply with Audit requirements.

4.1 The AGAR Return was finalised and duly signed by the Vice – Chairman for 2022/23

5. The revised NALC model for the Financial Regulations, having been reviewed were formally ADOPTED by KMPC as at 20.05.23

5.1 In addition to the revisions to contractors spend limits as per NALC February 2023, the Clerk had re-instated the paragraphs referencing Online Banking, removed by the previous Clerk, as it was AGREED that moving to Online Banking in the short to medium term was likely.

There being no other business, the Chairman thanked those present for their attendance and declared the meeting closed at 10h25.

Signed: 

CHAIRMAN

Date: 28/6/23