

**DRAFT Minutes of the Annual Meeting of Kirby Misperton Parish Council**  
**Saturday 18<sup>th</sup> May 2024 at 10h00 – Village Hall**

**Present:**

Cllr Peter Winter – retiring Chair

Cllr Jacqueline Cray – retiring Vice–Chair

Cllr Sarah Barker – Wyatt

Cllr Geoff Fazackerley

Cllr Helen Brotherton (and Volunteer Clerk).

The Chairman welcomed those present.

The 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 Fazackerley put himself forward to takeover in the role of Chairman, as Cllr Winter had declared at the last Annual meeting in 2023. (Local Government Act 1972, Section 15, paragraph 2)

Proposed: Cllr Winter

Seconded: Cllr Brotherton

Cllr Fazackerley, having a wealth of experience in local government, was warmly welcomed. It was agreed that as he is new to the role and to the Council, that the responsibility of becoming a bank signatory should be delayed until 2025. It was AGREED that the current three signatories were sufficient for the very small number of cheque transactions each year.

Cllr Winter was thanked for his long service in the role of Chairman and the Council's appreciation was marked by the presentation of a card & gift.

Cllr Fazackerley took over the meeting as the new Chairman

2. Cllr Cray was appointed as Vice – Chairman

Proposed: Cllr Winter

Seconded: Cllr Fazackerley

3. The Chairman and Vice-Chairman signed the Declaration of Office forms, witnessed by the Clerk

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

- Parish & KM8 Liaison Cllr Cray.
  - *Cllr Cray has a long-standing relationship with Third Energy and agreed to continue to be the main point of contact for developments and to represent the Council*
- North Yorkshire Council / Amotherby Ward Liaison - Cllr Winter.
  - *Cllr Winter has a long-standing relationship with our ward Councillor, Cllr Steve Mason and is willing to continue to represent KMPC, through Cllr Mason for all developments at NYC. This is important also as here is*

*now a new Mayor for North Yorkshie and potential changes to funding and grants. Ongoing liaison will be required to best understand how the structural changes will impact our small Council.*

- YLCA & Branch Cllr Brotherton
  - *Clerk confirmed that both herself and Cllr Cray would attend the forthcoming Ryedale Branch YLCA meeting on 11<sup>th</sup> June 2024*
  
- War Memorial / Roundabout Cllr Fazackerley
  - *Cllr Fazackerly agreed to take on the responsibility of tackling the project to prepare the Pre-Application Grant for the cleaning and restoration works on the War memorial itself. The Clerk handed over the files (USB) and papers pertaining to the quotations and research already achieved.*

No other working groups, liaison people nor sub-committees were deemed necessary for the Council activities planned for 2024 – 25.

The Volunteer Clerk /RFO announced that whilst she would wish to remain as a Cllr, that after helping to bring the Council to a stronger position in terms of finances, statutory policies etc, that the Council should prepare, at the next Budget, to include monies for a paid professional Clerk position for the next Financial Year of 25/26. Cllr Brotherton confirmed that she would continue in the role until the end of the Financial Year i.e. March 2025

Additional Urgent Agenda items carried over from the last Ordinary Meeting:

5. The Resolution from KMPC 24.04.24#7.1 for the application for any SPF (Shared Prosperity Funding) grants for the progression of the development plans for the Third Energy Geo-thermal plans was AGREED.
  
6. The recommendation from the Clerk / RFO that the move to the new Council Insurance provider, Zurich at £277.00 should proceed was AGREED.
  
7. The AGAR submission is in the final stages of being prepared. The Clerk & Cllr Winter had engaged on a quest to find a suitable Internal Auditor, after the withdrawal of the YLCA service. As agreed, (KMPC24.04.24 #6.2.2), Elkerlodge Bookkeeping were the most cost effective and suitably qualified Internal Auditor and were duly appointed at a cost of £116.20 + VAT. The Clerk had duly submitted all documents, spreadsheets, links to the website and evidence of Invoices and Cheques, but, to date, had not received the Internal Audit and comments from the new Auditor. The final AGAR submission will therefore be presented for Approval to the Council at the next meeting on 12<sup>th</sup> June 2024

There being no other business, the Chairman thanked those present for their attendance and declared the meeting closed at 10h45.

Signed: .....

CHAIRMAN

Date:.....