

LANGTHORPE PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON TUESDAY 22 MAY 2018

At Coronation Hall, Milby YO51 9BL

PRESENT: Cllr M Collins (Chairman), Cllr P Gill, Cllr L Gill, Cllr N Brunyee, H Heavisides (Clerk)

Members of the Public: None.

Late Arrivals: None
Early Departures: None

The meeting opened at 18.30

- 1) **Election of Chairman 2018/19.** Cllr L Gill nominated Cllr Collins as Chairman. Cllr P Gill seconded the proposal. It was **RESOLVED** that Councillor Michael Collins be elected as Chairman of Langthorpe Parish Council for the ensuing year. All in favour. Motion carried.
- 2) **Acceptance of Office.** Cllr Collins signed the Declaration of Acceptance of Office. A vote of thanks was given to Cllr Collins for all the time he has devoted to the running of the Council over the previous year.
- 3) **To accept apologies and reason for absence.** None
Absent: Cllr M Boswell.
- 4) **Declarations of interest in items on the Agenda.** None.
- 5) **Election of Vice-Chairman 2018/19.** To be to the next full meeting of the Council.
- 6) **Declaration of Acceptance of Office – To consider the date for Councillors to sign Acceptance of Office if not already done so.** All Declarations of Acceptance of Office have been signed. Clerk to send to Harrogate Borough Council. **Action: Clerk**
- 7) **To give a vote of thanks to retiring councillors.** Thanks were offered to David Fearnside for his work on the council particularly as Vice Chairman and Councillor for Finance. Clerk to send card on behalf of the members and staff. **Action: Clerk.** Cllr Brunyee was welcomed as a new member of the Council.
- 8) **Minutes of the last meeting held on Tuesday 20 March 2018 - RESOLUTION:** To sign the minutes as an accurate record of the meeting held. All in favour. Motion carried.
- 9) **Public Questions and Statements.** None
- 10) **Appointment of councillors to working groups as representatives and with responsibilities.** **APPENDIX 1** - Responsibilities of Cllr Fearnside have been re-allocated. It was agreed to appoint Cllr Brunyee as Councillor for Finance. All in favour. RFO to arrange for the updating of the bank mandate to include Cllr Brunyee. **Action: RFO**
- 11) **Financial:**
 - a) **To receive the following year end internal audit reports and note any recommendations:**
 - i) **Year-end bank reconciliation – APPENDIX 2** - Received and noted.
 - ii) **Finance Report – APPENDIX 3** – Received and noted. It was agreed that there should be a rent review for the Cottages. Item to be added to the next full council agenda. **Action: Clerk**
 - iii) **Internal control report – APPENDIX 4** – Received and noted.
 - iv) **Peer Group Internal Audit Report – APPENDIX 5** – Received and noted. No actions were recommended.
 - b) **To certify Langthorpe Parish Council as exempt from a limited assurance review for 2017/18 under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. RESOLUTION:** To certify that Langthorpe Parish Council as exempt from a limited assurance review for 2017/18. All in favour. Motion carried.
 - c) **To receive the Annual Internal Audit Report 2017/18.** Received and noted.

d) **To agree and sign, the annual governance statement of the Annual Return for the financial year ending 31 March 2018. RESOLUTION:** To sign the annual governance statement. All in favour. Motion carried.

e) **To consider, approve by resolution and sign the accounting statement of the Annual Return 2017/18. RESOLUTION:** To approve the accounting statement of the Annual Return. All in favour. Motion carried.

RFO to send Certificate of Exemption and council contact details to Auditor. **Action: RFO**

12) **To confirm renewal of public/employer's liability insurance premium of £937.76. APPENDIX 6 – RESOLUTION:** The Council approves the quotation of £937.76 from current providers, Zurich Municipal Insurance company. All in agreement. Motion Carried. **Action: Clerk**

13) **Planning –**

a) **To consider the under-mentioned planning applications:**

i) **6.56.5.N.FUL 18/01670/FUL**

Erection of lean to garage

Fell Tree House Skelton Road Langthorpe North Yorkshire YO51 9BZ

A The Parish Council has no objections

ii) **6.56.173.FUL 18/01700/FUL**

Demolition of conservatory; erection of single storey extension

11, Waterside, Langthorpe, North Yorkshire YO51 9GE

A The Parish Council has no objections

14) **To confirm a review of Council policies will take place at the Full Council Meeting of 12 June 2018.**
Approved.

To confirm the next meeting of Langthorpe Parish Council for 12 June 2017 at 7.30pm at Coronation Hall, Milby

Meeting closed at 19.11

Signed: _____ Dated: _____

Chairman