

# **SOULBY PARISH COUNCIL**

## **ANNUAL PARISH COUNCIL MEETING**

The Annual Parish Council Meeting followed the Annual Parish Meeting on Monday 20<sup>th</sup> May 2019 at approximately 7.05pm.

Present were Councillors Harold Birkbeck (HB), Jonny Dinsdale (JD), Barry Westgarth (BW), Lesley Sanderson (LS), Mark Bainbridge (MB), Phil Dew (PD), Caroline Fancott-Beynon (Clerk) together with two parishioners.

### **Item 1 – Declaration of Office**

All councillors signed the Declaration of Office for the new term, witnessed by the Clerk.

### **Item 2 – Election of Chairman**

Jonny Dinsdale proposed Harold Birkbeck and Lesley Sanderson seconded – this was carried.

### **Item 3 – Election of Vice Chairman**

Harold Birkbeck proposed Jonny Dinsdale and Lesley Sanderson seconded – this was carried.

### **Item 4 – Apologies**

None

### **Item 5 – Minutes 2018**

Minutes of the last Annual Parish Council Meeting held on 31<sup>st</sup> May 2018, were circulated, read, adopted and signed.

### **Item 6 – Adoption of Annual Accounts 31.3.19**

The accounts and the Annual Governance & Accountability Return (AGAR) were presented for authorising. The Annual Governance statement was read out, agreed and signed by the chairman and clerk. It was resolved to certify the council exempt from a limited assurance review and accepted that all qualifying criteria are met.

### **Item 7 – Review of Cemetery Fees**

It was agreed to keep the current cemetery fees in place for a further year.

### **Item 8 – Review of Clerks & Caretakers Pay**

It was agreed to increase the clerk's pay in line with the National Salary Award for 2019/20. It was agreed to keep the caretakers pay at £900 for the upcoming year.

**Item 9 – Annual adoption of policies**

The following policies were agreed and adopted for the upcoming year:

- Standing Orders
- Code of Conduct
- Financial Regulations
- Financial Risk Management
- GDPR
- Risk Assessment
- Asset Register

The streetlight has been added to the Asset Register with a nominal value of £1. It was agreed that the Risk Assessment would be reviewed once the council obtains ownership of the play area.

The meeting closed at approximately 7.15pm

Signed ..... Date .....