

Killinghall Parish Council

Chairman: Anne Holdsworth

Clerk & RFO: Robert Bareham

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Minutes of the Annual Meeting of
Killinghall Parish Council
held at the Methodist Church, Killinghall
on **Monday 13th May 2024 7.30pm**

Attendees: AH = Cllr Anne Holdsworth (Chair), AB = Cllr Andrea Beal, CD = Cllr Christopher Dunn, MD = Cllr Margaret Donnelly, TD = Cllr Trevor Dixon, RB = Rob Bareham (Parish Clerk)

Members of the Public = 13, MH = NYC Cllr M Harrison (Present)

Key: IA = Internal Auditor, IAY = Internal Audit Yorkshire, KPC = Killinghall Parish Council, MoP = Member of the Public, NAG = Nidd Action Group, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PC = Parish Council, SLCC = Society of Local Council Clerks, VHT = Village Hall Trust, W3W = What 3 Words.

Minutes

| <u>Item</u> | <u>Record</u> | <u>Action By</u> |
|-----------------|--|------------------|
| 2024.054 | <p>a) Election of Chairperson Cllr Anne Holdsworth was proposed as chairperson. Proposed by: MD, Seconded by: AB Cllr Anne Holdsworth Was elected as Chairperson.</p> <p>b) To sign the declaration of office The Declaration of Office was signed.</p> | |
| 2024.055 | <p>a) Election of Vice Chairperson (if applicable) Cllr Andrea Beal was proposed as Vice Chairperson. Proposed by: AH, Seconded by: MD Cllr Andrea Beal was elected as Vice Chairperson.</p> <p>The Chair welcomed Cllr Beal to the role and thanked the outgoing Vice Chair for his hard work and constant support over the years.</p> | |
| 2024.056 | <p>Dispensations & Pecuniary Interests</p> <p>a) To receive, consider and decide upon any applications for dispensations.</p> <p>b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests. CD declared a non pecuniary interest in item 2024.059 (a).</p> | |

- 2024.057 Minutes for approval from Previous Meetings**
- a) To consider approval of draft minutes of Council Meeting held 8th April 2024.
The minutes were signed as a true record
- 2024.058 Policy Matters**
- a) To consider any actions to the Councils Standing Orders
Deferred: At the request of the clerk until the next Ordinary Meeting of the Parish Council **RB**
- b) To consider any actions to the Councils Financial Regulations
Deferred: At the request of the clerk until the next Ordinary Meeting of the Parish Council **RB**
- c) To consider any actions to the Councils Complaints Procedure
Deferred: At the request of the clerk until the next Ordinary Meeting of the Parish Council **RB**
- d) To consider any actions to the Councils policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation
Deferred: At the request of the clerk until the next Ordinary Meeting of the Parish Council **RB**
- e) To consider any actions to the Councils policy for dealing with the press/media
Deferred: At the request of the clerk until the next Ordinary Meeting of the Parish Council **RB**
- f) To consider any actions to the Councils Employment Policies and Procedures
Deferred: At the request of the clerk until the next Ordinary Meeting of the Parish Council **RB**
- Ongoing:** CD asked that the clerk also reviews the “Code of Conduct” **RB**
- 2024.059 Review of inventory of land and other assets including buildings and office equipment**
- a) For the council to consider adopting the new asset register known as “Asset Register 2024 – 2025”
Ongoing: The council accepted the Asset Register as a Preliminary Copy and the clerk advised that it would appear on the monthly agenda. **RB**
- 2024.060 Financial Matters**
- a) Confirmation of arrangements for insurance cover in respect of all insurable risks
Ongoing: AH confirmed that the insurance was currently in place and would be due for renewal in June 2024. The clerk would monitor and feed back to the council with the renewal costs once received. **RB**
CD requested that the clerk confirm what cover is in place for:
- Volunteers
 - Contractors
- The clerk will revert with this information.
- AB asked that for the renewal in 2025, 3 quotes are obtained to ensure the council is receiving the best “value for money”.

- b) Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972
Resolved: There was no expenditure under s.137 of the LGA 1972 during 2023 – 2024

2024.061 Appoint Representatives to Other Organisations:

- a) Village Hall Trust
Resolved: MD agreed to continue as representative to the VHT
- b) Yorkshire Local Council Association
Resolved: CD agreed to continue as representative to YLCA.
- c) King Edwin Park Development
Deferred: This item was deferred until communication with the developer had been established

RB

2024.062 Meeting Dates

- a) Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council (See Appendix A)
Resolved: The council noted the Ordinary Meeting dates in Appendix A.

The meeting was closed @ 7.47pm

Signed: *A Holdsworth*

Dated: 3rd June 2024

Item: 2024.087 (a)

Appendix A

| KILLINGHALL PARISH COUCIL | | | | | |
|--|------|-----------|------|--------------------------------------|--------|
| Schedule of Meetings 2024/2025 | | | | | |
| Day | Date | Month | Year | Description | Time |
| Monday | 13th | May | 2024 | Annual Meeting of the Parish Council | 7.30pm |
| Monday | 13th | May | 2024 | Public | 8.00pm |
| Monday | 1st | July | 2024 | Public | 7.30pm |
| Monday | **** | August | 2024 | NO MEETING | **** |
| Monday | 2nd | September | 2024 | Public | 7.30pm |
| Monday | 7th | October | 2024 | Public | 7.30pm |
| Monday | 4th | November | 2024 | Public | 7.30pm |
| Monday | 2nd | December | 2024 | Public | 7.30pm |
| Monday | 6th | January | 2025 | Public | 7.30pm |
| Monday | 3rd | February | 2025 | Public | 7.30pm |
| Monday | 3rd | March | 2025 | Public | 7.30pm |
| Monday | 7th | April | 2025 | Annual Assembly | 7.00pm |
| Monday | 7th | April | 2025 | Public | 7.30pm |
| Monday | 12th | May | 2025 | Annual Meeting of the Parish Council | 7.30pm |
| Monday | 12th | May | 2025 | Public | 8.00pm |
| Additional Meeting Information or amendments to the Schedule will be notified via the Web Page (www.killinghallparishcouncil.org.uk) and/or Facebook | | | | | |