

CLAXTON & SAND HUTTON PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD REMOTELY ON MONDAY 23 MAY 2022 AT 7.00PM**

Councillors Present: Nigel Davies Caroline Hall
Jonathan Rooke

In Attendance: Fiona Hill - Parish Clerk

Public Present: 0

APCM22/1 - To elect Chairman for 2022-2023:

Resolved – Nigel Davies (Unanimous)

APCM22/2 - To receive the Chairman's declaration of acceptance of office:

Signed by Chairman and the Parish Clerk, then placed on file

APCM22/3 - To elect Vice-Chairman for 2022-2023:

Resolved – Caroline Hall (Unanimous)

APCM22/4 - To receive apologies for absence given in advance of the meeting: None

- To consider the approval of reasons given for approve: N/A

APCM22/5 - To discuss insurance arrangements for 2022-2023:

Resolved – the Parish Council would remain with Zurich (Unanimous)

APCM22/6 - To review Training/Professional Development

The Parish Council considered training needs, noted the training offered by YLCA, but felt none was necessary currently.

APCM22/7 – To discuss adoption of General Power of Competence

Resolved – The Parish Council fulfils the criteria, so agreed to adopt the GPC (Unanimous)

APCM22/8 - To conduct a review of all policies:

The Parish Council has adopted the policies required/recommended on the YLCA list

APCM22/9 - Yorkshire Local Councils Association:

Membership for 2022-23

Resolved – The Parish Council agreed to renew their membership (£140.00) (Unanimous)

Approved Chairman

Date.....

To approve financial documentation for 2021-22

- a) Certificate of Exemption on page 3 of the Annual Government and Accountability Return
- b) Annual Internal Audit Report on page 4 of the Annual Governance and Accountability Return
- c) Section 1 - Annual Governance Statement on page 5 of the Annual Governance and Accountability Return
- d) Section 2 - Accounting Statements on page 6 of the Annual Governance and Accountability Return
- e) the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities
 - Certificate of Exemption,
 - Annual Internal Audit Report,
 - Section 1 – Annual Governance Statement,
 - Section 2 – Accounting Statements,
 - Analysis of variances
 - Bank Reconciliation
 - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

Resolved – Approved (Unanimous)