

CLAXTON & SAND HUTTON PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL ON MONDAY 15 MAY 2023 AT 7.45PM**

Councillors Present: Nigel Davies Gill Gimes Colin Russell
In Attendance: Fiona Hill - Parish Clerk
Public Present: 0

APCM23/1 - To elect Chairman for 2023-2024:

Resolved – Nigel Davies (Unanimous)

APCM23/2 - To receive the Chairman's declaration of acceptance of office:

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

APCM23/3 - To elect Vice-Chairman for 2023-2024:

Resolved – Caroline Hall (Unanimous)

APCM23/4 - To receive apologies for absence given in advance of the meeting:

Cllrs Hall, Rickleton and Rooke

- To consider the approval of reasons given for approve:

Resolved – Approved (Unanimous)

APCM23/5 - To discuss insurance arrangements for 2023-2024:

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

APCM23/6 - To review Training/Professional Development

The Parish Council would see what training YLCA were arranging

APCM23/7– To discuss adoption of General Power of Competence

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

APCM23/8 - To conduct a review of all policies:

The Parish Council had conducted an in-depth review of the policies on the YLCA list, which was minuted at recent Parish Council meetings.

APCM23/9 - Yorkshire Local Councils Association:

Membership for 2023-24

Resolved – The Parish Council agreed to renew their membership (£141.00) (Unanimous)

Approved Chairman

Date.....

To approve financial documentation for 2022-23

a) Certificate of Exemption on page 3 of the Annual Governance 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)