

Danby Wiske with Lazenby Parish Council

Minutes of the Annual Parish Council Meeting held on Thursday 20th May 2021

in the Village Hall

Present: Councillors – Margaret Goldie, Damian Neilson & Alastair Wilkin

NYC Councillor Annabel Wilkinson

Clerk – Jan Sanders

21/25 To complete the acceptance of office form

Damian signed the acceptance of office form.

21/26 To elect the chairman for the year 2021-2022

Alastair nominated Margaret as chairman and Damian seconded. Margaret accepted the appointment.

21/27 To appoint the vice-chairman for the year 2021-2022

Alastair was appointed as vice-chairman for the year.

21/28 To receive apologies

Resolved to accept the apologies received from Kate Rayfield, David Swall & HDC Councillor Brian Phillips

21/29 To confirm the minutes of the meeting held on 18 March 2021 as a true and correct record

Resolved to confirm the above minutes as a true record.

21/30 To receive information on the following ongoing issues & determine further action where necessary

30.1 Proposed art installation in the village

Resolved to accept the report, submitted to the clerk by Kate Rayfield that, the 'Artist Brief' has been sent to Kate Staines who will circulate it to a selection of potential installation designers. The submission date is 18 June after which there will be further meetings to review the designs.

21/31 To receive a report on matters dealt with by the clerk.

Resolved to accept a report from the clerk covering

31.1 Mounstrall Lane maintenance. Highways has responded to the council's concerns about the condition of the lane by patching some of the potholes in a manner that has already proven unsatisfactory.

Resolved to accept Councillor Wilkinson's offer to contact Highways directly, emphasising the poor condition of the road and the ensuing safety issues including the particular hazards to cyclists.

31.2 Response to listed building consent application 21/00651/LBC at The Manor House, Danby Wiske was emailed to HDC to meet the early deadline date. There were no objections.

31.3 Quickline Communications Ltd.

Resolved to allow the request for a notice relating to the supply of full fibre broadband to appear on the parish Facebook page.

31.4 Norheath Nurseries name has been changed to Norheath.

31.5 Planning application (received 19 May) for alterations and extension to existing dwelling at Tyndall Cottage Danby Wiske. Ref 21/01228/FUL

Resolved that the council has no objection to the proposal.

21/32 To consider items raised by the councillors.

32.1 Blocked road drains on Danby Lane near the driveway to Lazenby Grange.

Resolved to request that Councillor Wilkinson includes this matter in her communication to Highways.

21/33 Financial matters:

33.1 To certify Danby Wiske with Lazenby Parish Council as exempt from external audit for the fiscal year 2020/21

Resolved that Danby Wiske with Lazenby Parish Council is exempt from external audit for the year 2020/21 as its annual turn-over does not exceed £25,000

33.2 To note the Annual Internal Audit Report for 2020/21 included at page 4 of the Annual Governance and Accountability Return 2020/21, and the bank reconciliation

Resolved that Annual Internal Audit Report for 2020/21 included at page 4 of the Annual Governance and Accountability Return 2020/21 be noted.

33.3 To approve Section 1 - Annual Governance Statement 2020/21 for this Parish Council on page 5 of the Annual Governance and Accountability Return 2020/21

Resolved that this Parish Council approve Section 1 Annual Governance Statement 2020/21 for this Parish Council on page 5 of the Annual Governance and Accountability Return 2020/21.

33.4 To approve Section 2 - Accounting Statements 2020/21 for this Parish Council on page 6 of the Annual Governance and Accountability Return 2020/21

Resolved that this Parish Council approve Section 2 Section 2 - Accounting Statements 2020/21 for this Parish Council on page 6 of the Annual Governance and Accountability Return 2020/21

33.5 To approve 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

Resolved that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, this Parish Council will publish the following documents on a public website :

- Certificate of Exemption,
- Annual Internal Audit Report 2020/21,
- Section 1 – Annual Governance Statement 2020/21,
- Section 2 – Accounting Statements 2020/21 , page 6
- Analysis of variances
- Bank Reconciliation to 31 March 2021
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

33.6 To receive a bank reconciliation

<u>Bank Statement</u> -	Community Account	£ 2,992.17	
	Business Money Manager	£ 95.42	<u>Total £ 3,087.59</u>

Resolved to note that:

- i) the annual fee to Restarting Hearts Northallerton has been paid
- ii) the annual VAT claim has been completed
- iii) the Northallerton branch of HSBC is to be closed; the council's accounts will be dealt with by the Thirsk branch.

33.7 To approve the following accounts for payment

Resolved to approve the following accounts for payment:

YLCA - annual membership fee

A Wilkinson – auditor fee

J Sanders - Parish clerk's salary for 3 months

HMRC - tax in respect of above

21/34 To receive a report on the Play Area

Resolved to accept the report from Alastair confirming that he will be carrying out his inspection in June and to instruct the clerk to write a letter of thanks to Ian Laws for the swift repair of the fence and gate posts.

21/35 To receive a Police Report

Resolved to accept the report that there had been three instances of criminal damage in the parish since the previous report in March, most probably caused by motor bikes being ridden in fields at Manor Farm.

21/36 To confirm the date of the Annual Parish Meeting and next PC meeting as Thursday 15 July 2021 Agreed

There being no further business the meeting closed at 8.45 pm.