

# Danby Wiske with Lazenby Parish Council

## Minutes of the Annual Parish Council Meeting held on Thursday 19<sup>th</sup> May 2022 in the Village Hall

**Present:** Councillors – Margaret Goldie, Damian Neilson, Kate Rayfield & Alastair Wilkin  
NYC Councillor Annabel Wilkinson  
Clerk – Jan Sanders

### **22/26 To complete the acceptance of office forms by the elected councillors**

The councillors in attendance signed the acceptance of office forms.

### **22/27 To elect the chairman for the year 2022-2023**

Alastair nominated Margaret as chairman and Kate seconded. Margaret accepted the appointment and signed the acceptance form.

### **22/28 To appoint the vice-chairman for the year 2022-2023**

Alastair was appointed as vice-chairman for the year – nominated by Kate and seconded by Damian

### **22/29 To receive apologies**

**Resolved** to accept the apologies received from David Swall & HDC Councillor Brian Phillips

### **22/30 To confirm the minutes of the meeting held on 17 March 2022 as a true and correct record**

**Resolved** to confirm the above minutes as a true record.

**22/31 To receive information on the following ongoing issues & determine further action where necessary**

**31.1 Proposed art installation in the village**

**Resolved** to accept the report from Kate Rayfield that the application for an Arts Council grant has been submitted. A meeting between the working group and the appointed artist, Stephen Tomlinson, is planned for early June.

**31.2 Mounstrall Lane resurfacing**

**Resolved** to accept the report from Councillor Wilkinson that Mounstrall Lane would be repaired and resurfaced, from the cross roads southwards to the speed limit sign, and from there to Danby Grange, patched and surface dressed by the end of the current financial year. She urged that any problems occurring with highway matters be reported on the NYCC Parish Portal.

**22/32 To receive a report on matters dealt with by the clerk**

**Resolved** to accept a report from the clerk covering

**32.1 Planning application with consultation dates falling between PC meetings**

A response of 'no comments' was made to the following application after it had been viewed by the councillors.

22/00209/LBC. Application for LBC for the demolition and removal of secondary chimney stack at Danby Grange, Danby Wiske.

**32.2 Insurance cover**

The current insurer notified the clerk that it would not be continuing to provide cover for local councils at the end of the insured period. Zurich Insurance produced a quote which has been forwarded to the councillors.

**Resolved** to accept the said quote for the next three years, enabling a slight reduction in the premium.

**22/33 To consider items raised by the councillors.**

**33.1 Dog fouling**

**Resolved** to instruct the clerk to write a post on the parish FaceBook page reminding dog owners have they a legal duty to clean up dog faeces immediately after their animal fouls a public place.

**22/34 Financial matters:**

**34.1 To certify Danby Wiske with Lazenby Parish Council as exempt from external audit for the fiscal year 2021/22**

**Resolved** that Danby Wiske with Lazenby Parish Council is exempt from external audit for the year 2021/22 as its annual turn-over does not exceed £25,000

**34.2 To note the Annual Internal Audit Report for 2021/22** included at page 4 of the Annual Governance and Accountability Return 2021/22, and the bank reconciliation

**Resolved** that Annual Internal Audit Report for 2021/22 included at page 4 of the Annual Governance and Accountability Return 2021/22 be noted.

**34.3 To approve Section 1 - Annual Governance Statement 2021/22** for this Parish Council on page 5 of the Annual Governance and Accountability Return 2021/22

**Resolved** that this Parish Council approve Section 1 Annual Governance Statement 2021/22 for this Parish Council on page 5 of the Annual Governance and Accountability Return 2021/22.

**34.4 To approve Section 2 - Accounting Statements 2021/22** for this Parish Council on page 6 of the Annual Governance and Accountability Return 2021/22

**Resolved** that this Parish Council approve Section 2 Section 2 - Accounting Statements 2021/22 for this Parish Council on page 6 of the Annual Governance and Accountability Return 2021/22

**34.5 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 2021/22,
- Section 1 – Annual Governance Statement 2021/22,
- Section 2 – Accounting Statements 2021/22, page 6
- Analysis of variances
- Bank Reconciliation to 31 March 2022
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

**34.6 To receive a bank reconciliation**

Bank Statement - Business Current Account £ 3,889.52

**34.7 To approve the following accounts for payment**

**Resolved** to approve the following accounts for payment:

YLCA - annual membership fee

Zurich Insurance - annual fee

CE & CM Walker - two grass-cutting visits

A Wilkinson – internal audit fee

J Sanders - Parish clerk's salary for 3 months

HMRC - tax in respect of above

**22/35 To receive the following planning information**

**35.1 Application for LBC for demolition and removal of secondary chimney stack at Danby Grange, Danby Wiske Ref 22/00209/LBC - Granted**

**35.2 Application for insertion of dormer windows at front and rear of Church Holme, Danby Wiske Ref 22/00338/FUL – Granted**

**35.3 Application for construction of an agricultural building at Lilac Cottage, Danby Wiske Ref 22/00430/FUL - Granted**

**22/36 To receive a report on the Play Area**

**Resolved** to accept the report from Alastair confirming that he carried out his inspection in March and note that it is being well used.

**22/37 To receive a Police Report**

None had been received. The clerk has requested that a report be forwarded each month.

**22/38 To notify the clerk of matters for inclusion on the agenda of the next meeting**

None identified.

**22/39 To confirm the date of the next PC meeting as Thursday 21 July 2022 Agreed**

There being no further business the meeting closed at 9.04 pm.