

# Danby Wiske with Lazenby Parish Council

8 May 2025

The Annual Meeting of Danby Wiske with Lazenby Parish Council, to be held on **THURSDAY 15 May 2025**  
following the Annual Parish Meeting in the Village Hall, Danby Wiske

Jan Sanders

## AGENDA

1. To elect the chairman for the year 2025-2026 and receive acceptance
2. To appoint the vice-chairman for the year 2025-2026
3. To receive apologies
4. To confirm the minutes of the meeting held on 20 March 2025 as a true & correct record
5. To receive information on the following ongoing issues & decide further action where necessary
  - 5.1 Traffic survey
  - 5.2 Crowfoot Lane drainage problem
  - 5.3 Noticeboard refurbishment
  - 5.4 Adoption of .gov email accounts
6. To receive a report on matters dealt with by the Clerk
  - 6.1 Planning applications received between meetings
7. To consider items raised by the councillors
8. Financial matters:
  - 8.1 To certify Danby Wiske with Lazenby Parish Council as exempt from external audit for fiscal year 2024/25
  - 8.2 To note the Annual Internal Audit Report 2024/25 included at page 4 of the Annual Governance and Accountability Return 2024/25, and the bank reconciliation
  - 8.3 To approve Section 1 - Annual Governance Statement 2024/25 for this Parish Council on page 5 of the Annual Governance and Accountability Return 2024/25
  - 8.4 To approve Section 2 - Accounting Statements 2024/25 for this Parish Council on page 6 of the Annual Governance and Accountability Return 2024/25
  - 8.5 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
  - 8.6 To receive a bank reconciliation
  - 8.7 To approve the following accounts for payment:
    - Walkers - grass-cutting in April
    - J Sanders - Parish clerk's salary for 3 months
    - HMRC Tax re above
    - A Wilkinson - internal audit fee

Zurich Insurance - annual premium

9. To receive any planning information
10. To receive a report on the Play area
11. To receive a Police Report
12. To notify the clerk of matters for inclusion on the agenda of the next meeting
13. To confirm the date of the next PC meeting as Thursday 17 July 2025

**Clerk: Mrs J Sanders**

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