

Normanby by Spital Annual Parish Council Meeting 13 May 2024 19:30

St Peter and St Paul Church, Owmbly By Spital

NOTES

Present Cllrs Baines, Creek, Elliott, Firth, Moulson, Widdison and the Clerk

1 member of the public.

Meeting commenced at 7.30pm

22/2024 Election of Chairman and sign the declaration of acceptance of office

- Gavin Widdison was Proposed –Cllr Firth
- Seconded – Cllr Creek
- All were in favour. Cllr Widdison was duly elected Chair.

23/2024 Election of Vice Chairman and sign the declaration of acceptance of office.

- Cllr Firth was Proposed – Cllr Elliott
- Seconded – Cllr Moulson
- All were in favour. Cllr Firth was duly elected Vice Chair.

24/2024 Chairman's welcome and opening remarks

- Cllr Widdison thanked all Councillors and the Clerk for their good work through the last 12 months and looked forward to another successful year.

25/2024 To receive reports from County & District Councillors & Police, if present

- The police report was shared.
- No other reports received. – Request that Cllr Duguid be contacted

26/2024 Apologies for Absence - To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting. – NONE

27/2024 Co-option of Councillor

- One application received – All in favour of welcoming Sarah Rodgers as a Councillor. Cllr Rodgers joined the other councillors at the table.

28/2024 To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation NONE DECLARED

29/2024 To approve as a correct record the notes of following meetings of the Parish Council and to authorise the Chairman to sign the official minutes

- Meeting held on 04 March 2024 - RESOLVED

30/2024 CPC Update

- **Events Update** – Successful Car Boot and funds raised a profit of £119.32
- **Accounts Update** – An accounts update was shared and accepted.

- **Health and Safety Update** – Cllr Moulson indicated that the benches were nearing end of life and becoming dangerous. Cllr Elliott indicated that she would be willing to replace the one that she originally purchased.
- **Grant Update** – Applications for Sport England and Starbucks were unsuccessful. WLDC was unsuccessful at this time but may be revisited in August when further funds come available.

31/2024 Cemetery update

- A Headstone was placed in the cemetery before the permit was signed – and therefore permission was not granted. The matter was raised with the memorial mason and the permission granted retrospectively. NAMM have been made aware as the mason is registered with them.
- Slates are available for repairing the roof.

32/2024 Policies –

- Cemetery Rules – Amended as per document control – Resolved to accept
- Vexatious Requests and Complaints – Resolved to accept (no changes)
- Safeguarding Policy – Resolved to accept (no changes)
- Data Breach Policy – Resolved to accept (no changes)
- Data Protection Policy– Resolved to accept (no changes)
- Subject Access Request Policy – Resolved to accept (no changes)

33/2024 Finance Matters

- To approve and sign the Council's Annual Governance Statement for the 2023/2024 Annual Return for the financial year ended 31.3.24 prior to submission for external audit. RESOLVED
- To approve and sign the Council's Annual Accounting Statements for the 2023/2024 Annual Return for the financial year ended 31.3.24 prior to submission for external audit. RESOLVED
- To agree the schedule of payments delegated to the clerk for the year 2024/2025.
 - i. RESOLVED
- To approve payments as shown in the Bank Rec.
 - i. RESOLVED

Bank Rec for Meeting May 2024

Prepared 07/05/2024

Balance at Year End bf £3,499.72

Receipts

| | | |
|--------------|--|------------------|
| Precept | | £9,750.00 |
| Vat Refund | | £130.25 |
| | | |
| | | |
| Total | | £9,880.25 |

Expenditure

| | | |
|----------------|--|---------|
| Clerk Mar 2024 | | £257.60 |
| HMRC | | £185.80 |
| Clerk Apr 2024 | | £257.60 |
| | | |
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| | | |
| | | |
| | | |
| | Total | £701.00 |

£12,678.97

Payments Pending Action

| | |
|------------------------|----------------|
| Half share of rates | £105.18 |
| Zurich Insurance | 178.56 |
| Half Share March Grass | £125.00 |
| Stuart Clegg Payroll | £25.20 |
| Half Share April Grass | £250.00 |
| Half share School Hire | £42.50 |
| Total | £726.44 |

Overall Total Exp £1,427.44 cf £11,952.53

34/2024 Next meeting

1 July 2024

Meeting closed at 20:14