

Normanby by Spital Parish Council Meeting

12th May 2025 19:30

St Peter and St Paul Church, Owmbly By Spital

NOTES

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

Meeting commenced at 7.30pm

No public in attendance

Chaired by Cllr Widdison

22/2025 Election of Chairman

Gavin Widdison – Proposed – Cllr Elliott
Seconded – Cllr Creek

23/2025 Election of Vice Chair

Tracey Firth - Proposed - Cllr Elliott
Seconded – Cllr Baines

24/2025 Chairman's Welcome and Opening Remarks – Gavin thanked everyone for their hard work throughout the year and looked forward to the following year.

25/2025 To receive reports from County & District Councillors, if present – Cllr Bunney has emailed indicating a clash of meetings so will be unable to attend the NPC meetings. He is at the end of an email or phone call if we need anything specific from him and he will share his report in due course.

26/2025 Apologies for Absence - To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting. Cllrs Firth and Moulson sent their apologies and they were duly accepted.

27/2025 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

28/2025 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 3 March 2025 - RESOLVED

29/2025 – Councillor Vacancy Notification has now been received from WLDC indicating that there is no requirement for an election and the council should proceed with its co-option process. A notice will be displayed on the Parish notice board and the web site for a period of 14 days in line with the policy.

30/2025 CPC

Accounts – Noted

Health and Safety - Noted

Grants – No further grants pending. The grant received from WLDC has been spent as allocated with the purchase of a shelter – now on the field.

31/2025 Neighbourhood Plan –

Parish Councils Agreement and Commitment – Resolved to accept

- a. Cemetery Rules – Resolved to accept (no changes)
- b. Vexatious Requests and Complaints – Resolved to accept (no changes)
- c. Safeguarding Policy – Resolved to accept (no changes)
- d. Data Breach Policy – Resolved to accept (no changes)
- e. Data Protection Policy– Resolved to accept (no changes)
- f. Subject Access Request Policy – Resolved to accept (no changes)
- g. IT Policy – introduced in line with JPAG\SLCC Recommendations – Resolved to accept

- a. Donation to the CPC from the Community Engagement budget. Agreed to make a donation of £300.
- b. To approve and sign the Council's Annual Governance Statement for the 2024/2025 Annual Return for the financial year ended 31.3.25 prior to submission for external audit. – APPROVED
- c. To approve and sign the Council's Annual Accounting Statements for the 2024/2025 Annual Return for the financial year ended 31.3.25 prior to submission for external audit. – APPROVED
- d. To agree the schedule of payments delegated to the clerk for the year 2025/2026. – APPROVED
- e. To approve payments as shown in the Bank Rec. – APPROVED

Payments Pending Action

Grass Cutting March	OPC	£255.00
Cemetery Rates	OPC	£111.04
School Hire	LCC	£70.00
Defib Contract	WLDC	£110.00

bf £15,020.96

	Total	£546.04

Overall Total Exp

£1,636.64

cf £14,474.92

Vat Reclaim to date

£14.20

34/2025 Proposed forthcoming meetings

- Monday 7th July
- Monday 1st September
- Monday 3rd November

Meeting closed 20:08