**CHAPEL HADDLESEY PARISH COUNCIL**

**MINUTES OF A PARISH COUNCIL MEETING HELD ON**

**Thursday 16th July 2020**

**At 7.00pm in the Church Community Hall**

**20021: Statutory annual meeting business**

1. Cllr P Brunyard was elected as the chairman of the council for the year 2020/21
2. Cllr J Smith was elected as the vice chairman of the council for the year 2020/21
3. The new chairman's acceptance of office was received.
4. The new vice chairman's acceptance of office was received.

**20022:** Present: Cllrs P Brunyard, A Chambers, R Harrison, M Langhan, J Smith

a) Apologies: Cllr B Hansen

b) No requests for dispensation were received from councillors with a declarable pecuniary interest.

c) Members should update their register of interests if there are any changes.

d) Members acceptance of office declarations were received.

**20023:** The minutes of the meeting held on 12th March 2020 were approved. The minutes of the 2019 Annual Parish Meeting were noted.

**20024:** **Actions for Annual Meeting**

A. **Election of representatives to other bodies**

a) Doorstep green – Cllrs J Smith and B Hansen

b)   Yorkshire Local Councils Assn Selby Branch – Cllr A Chambers

c) Community Engagement Forum – Cllr A Chambers

d)   Any other body requiring representation - None

B. **Election of members of committees**

1. Detail and Policy Committee – Cllrs P Brunyard, J Smith and M Langhan
2. Staffing committee – Cllrs J Smith, A Chambers and B Hansen
3. Appeals committee – Cllrs P Brunyard, A Chambers and R Harrison

C. **Review** of the list of assets. The list of assets was reviewed and approved. No changes to previous year.

D. **Procedures.** It was resolved that no procedures are due for revision this year.

**20025: Comments and concerns from the public** - None

**20026: Finance**

**A. Bank balances:**

1. Current Account balance as at a 16.07.20 = £5647.29

2. Savings Account balance as at 16.07.20 = £4280.63

**B. Payments**

**Payments made** under Clerks delegated powers**:**

1. YLCA (membership) £122.00
2. Acorn Lighting Services £106.20 (cheque made out to Advantage Commercial Finance (North) Ltd)
3. Ecotricity £10.68
4. BHIB Insurance £268.41
5. Information Commissioner £40.00
6. Ecotricity £9.46
7. S G Parkin Landscapes £530.00
8. North Yorkshire County Council £738.60
9. Ecotricity £9.16
10. S G Parkin Landscapes £515.00
11. Ecotricity £9.46

**The following payment was approved:**

1. Stationery expenses £7.80

**C. Receipts -** noted

1. Precept (1st half) £2468.51

2. Interest on savings account - £2.00 (June 2020)

**D. Annual Audit**

1. Resolved that Chapel Haddlesey Parish Council is exempt from external audit for fiscal year 2019/20 as its annual turn-over does not exceed £25,000. The Certificate of Exemption was completed, approved and signed by the Chairman and RFO.
2. Resolved that Chapel Haddlesey Parish Council approve Section 1 - Annual Governance Statement 2019/20 for Chapel Haddlesey Parish Council on page 5 of the Annual Governance and Accountability Return 2019/20. The Annual Governance Statement was approved and signed by Chairman and Clerk.
3. Resolved that Chapel Haddlesey Parish Council approve Section 2 - Accounting Statements 2019/20 for Chapel Haddlesey Parish Council on page 6 of the Annual Governance and Accountability Return 2019/20. The Accounting Statement was approved and signed by the RFO and Chairman.
4. 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, Chapel Haddlesey Parish Council will publish the following documents on a public website:
5. Certificate of Exemption
6. Annual Internal Audit Report 2019/20
7. Section 1 – Annual Governance Statement 2019/20
8. Section 2 – Accounting Statements 2019/20
9. Analysis of variances
10. Bank Reconciliation to 31 March 2020
11. Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015

**20027:** **Planning.**

1. Alterations to Byland House, Hirst Road, Chapel Haddlesey. No comments or concerns.

**20028: Highways Issues and North Yorkshire County Council**

1. Broken fencing on east side of A19 on bridge approach has been reported to NYCC Highways on 27th May. Noted.
2. Standing water on Millfield Road reported to NYCC Highways 5th July. Noted.
3. Standing water outside bus stops on A19 reported to NYCC Highways 5th July. Noted.
4. Surface water on doorstep green. Clerk to contact Internal Drainage Board re. possible blocked drain.
5. Bus Stop. The Clerk has contacted John McCartney and he may be able to find money for a new bus stop from his "locality" budget, however, this depends on whether the money is required for local issues arising from the COVID-19 virus. It was resolved to pursue funding via Cllr McCartney’s budget.
6. Crossroads. A Community Speed Watch Group has been set up and currently six people have completed on-line training. Police to consider appropriate sites in the village, and on-site training to be completed. AJ1 Project Road Safety Fund, Cllr Harrison had looked into this and it was resolved to take no further action.

**20029: Correspondence:**

1. Email from elector regarding Parish Council finances, doorstep green and the path opposite Aire View. After discussion it was resolved that the Clerk would respond to the elector.

**20030: Street Lighting**. To consider changing remaining street lights to LED. The Clerk has received a quotation from the Parish Council’s streetlight maintenance company for the remaining seven streetlight and the cost (£192 excluding VAT per light) is within the budget. It was resolved to proceed with changing the remaining seven streetlights to LED.

**20031: Minor items (previously delegated to the clerk) and items for the next agenda**

1. None

**20032: Meetings in 2020:**

To note meetings through 2020 as follows: 9th January, 12th March, 16th July, 17th September, 12th November, 10th December (Budget Meeting).

**Signed:-  P. Brunyard  Chairman/Clerk**

**Ashmore**

**Chapel Haddlesey**

**email:**haddleseypc@gmail.com

**Date: 09.09.20**