

NORTH STAINLEY WITH SLENGFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

DATE: Tuesday 22nd May 2018
TIME: 7.50pm (after the Annual Parish meeting)
LOCATION: North Stainley Village Hall
PRESENT: Councillors Glenys Bailey (Chair), Ian Alston, Margaret Goddard, Mike Porter
IN ATTENDANCE: Cllr Bernard Bateman (HBC), Cllr Margaret Atkinson (NYCC), three members of the public (MoP)
CLERK: Nick Reed (minutes)

AM18.01	Election of a Chairperson It was RESOLVED that Cllr Bailey be elected as Chair of the Parish Council, and he duly signed the Acceptance of Office.
AM18.02	Election of a Vice-Chair It was RESOLVED that Cllr Porter be elected as Vice-Chair of the Parish Council, and she duly signed the Acceptance of Office.
AM18.03	Apologies Apologies were received and accepted from Cllr David Bryant.
AM18.04	Minutes of the Annual Parish Council Meeting held on 9th May 2017 These were AGREED as a true record of the meeting and signed as such.
AM18.05	Council documents 18.51 Standing orders: It was RESOLVED that these be re-approved and re-adopted. 18.52 Financial regulations: It was RESOLVED that these be re-approved and re-adopted. 18.53 Audit plan and internal controls: It was RESOLVED that these be re-approved and re-adopted. 18.54 Asset register: It was RESOLVED that this be approved. 18.55 Code of Conduct: It was RESOLVED that this be re-approved and re-adopted. 18.56 Risk assessment: It was RESOLVED that this be re-adopted. 18.57 Data Protection Policy: It was RESOLVED that this be approved as circulated. 18.58 Model publication scheme: It was RESOLVED that this be re-approved and re-adopted. 18.59 Complaints Policy: It was RESOLVED that this be re-approved and re-adopted. 18.510 Staffing Committee Terms of Reference and Grievance Policy: It was RESOLVED that this be re-approved and re-adopted. The Council RESOLVED to examine these policy and practice documents on a rolling basis, with one to be looked at during each regular council meeting, it being thought that this would enable councillors to give each policy better scrutiny.
AM18.06	Report on Parish Council Business 2017-18 The report, having previously been read out at the Annual Parish Meeting, was ACCEPTED as a true record of Council business over the previous financial year. The report is appended to these minutes.
AM18.07	Audit matters for the year ended 31st March 2017 18.71 Approval of Annual Governance Statement. This was read and it was RESOLVED to approve the statement as submitted on the Annual Return. 18.72 Approval of annual receipts and payments accounts. These were considered and it was RESOLVED to approve them. 18.73 Approval of the Statement of Accounts of the Annual Return. This was considered and it was RESOLVED to approve it.

NORTH STAINLEY WITH SLENGFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

AM18.08	Staffing Committee It was RESOLVED that the Staffing Committee would consist of Cllrs Bailey (Chair), Goddard and Porter. It was RESOLVED to leave the Grievance Committee unchanged and to consider the membership at the next regular Parish Council meeting.
AM18.09	Section 137 Payments It was RESOLVED to make a Section 137 payment of £150 to Citizens Advice Craven and Harrogate for the 2018-19 year.
AM18.10	Yorkshire Local Councils Association It was RESOLVED to appoint the Clerk and Cllr Bailey as voting representatives to YLCA Branch meetings.
AM18.11	Date of 2019 Annual Parish Council meeting This was noted as being Tuesday 14 th May 2019.

The meeting closed at 8.15pm.

These minutes were recorded and prepared by Nick Reed, Clerk to the Council

SIGNED: (Chair)

DATE:

NORTH STAINLEY WITH SLENINGFORD PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

North Stainley with Sleningford Parish Council

Report on Parish Council Business 2017-18

Glenys Bailey (Chair), Margaret Goddard (Vice-Chair), Ian Alston, David Bryant, Liz Falkingham, Margaret Goddard, Mike Porter and Steve Tordoff have served as Councillors throughout the year. [On May 3rd 2018 Cllrs Alston, Bailey, Bryant, Goddard and Porter were elected unopposed, leaving two ordinary vacancies at the time of this Annual Parish Meeting.]

Nick Reed served as Clerk and Responsible Financial Officer throughout the year.

The Council met six times over the year for a full agenda of business, with two additional 'planning' meetings convened to discuss planning applications and/or other urgent business.

The Council has continued to monitor any progress with proposals for development in North Stainley, both in regard to specific applications and to the Harrogate District local plan. The Council has continued its policy of remaining neutral on any large-scale proposals until it obtains a mandate from the public; this mandate will be obtained by carrying out a survey of residents on the submission of a planning application to Harrogate Borough Council.

The Council receives updates from the North Stainley Sport and Recreation Trust at all meetings.

The Council has considered the issue of allotments throughout the year, and remains keen that allotments are set up within the parish. However, at the time of writing a lease of land for allotments does not seem imminent.

The Council has continued to operate the parish caretaker scheme, whereby DTMS Ltd are contracted to carry out on average eight hours of work each month on those areas within the parish which are owned and operated by the parish council. It also arranges six grass cuts per year by MHS Countryside Management Ltd, which are supported in part by a grant from North Yorkshire County Council.

The Council continues to operate and maintain the children's playground on Watermill Lane.

The Parish Council reviews its standard documents and policies annually, including the Code of Conduct. These documents, as required by the Transparency Code for Smaller Authorities to which the council works, are regularly uploaded to the Council's website at www.northstainleyparishcouncil.btck.co.uk, or are available on request from the clerk.