

Monk Fryston Parish Council

DRAFT subject to agreement at next meeting

Minutes of Annual Parish Council Meeting held at the Community Centre, Old Vicarage Lane on Tuesday 21 May 2024.

Present: Cllrs Nigel Spofforth (NS), Ryan Geldard (RG), and Ken Dent (KD)

Clerk: Philip Scott and one resident

The meeting opened at 7.30pm

Item	Action
1	To elect a Chairman. Cllr Spofforth was elected unopposed as Chairman.
2	To receive the Chairman's declaration of acceptance of office. Received.
3	To receive apologies for absence. Received from Cllrs Shaw, Holmes and Kitching
4	To elect a Vice Chairman. Cllr Dent was elected unopposed as Vice Chairman
5	To receive the Vice Chairman's declaration of acceptance of office. Received.
6	To confirm the accuracy of the minutes of the last meeting of the Council. Minutes of ordinary meeting held on 16 April 2024 confirmed as accurate
7	To receive the minutes of the last meeting of the Burial Committee. Minutes of meeting 22 April 2024 received
8	To receive the minutes of the last meeting of the Policies and Procedures Committee. No minutes to receive as no meeting has been held since the last APCM
9	To receive the past acting Chairman's report. Councillor NS expressed thanks to all members for their work over the last year and particularly to Cllr Holmes.
10	To receive the Responsible Financial Officer's Report Income – £31,141 (down £2978 from last year) Expenditure - £25,336 (up £3,452 from last year) Total bank balances - £193,027 (up £5,805 from last year) Total debtors - £2,753 (up £528 from last year) Current Liabilities - £15,105 (up £10,069 from last year). Assets - £73616 (up £5,296 from last year) Overall net worth - £259,585 (up £3,239 from last year) All the above are exclusive of the £5,295 apportionment held on behalf of the Joint Burial Committee
11	To consider any recommendations made by a Committee. None received
12	To appoint representatives to the Burial Committee. Cllrs NS and RG reappointed
13	To appoint representatives to the Policies and Procedures Committee. No appointments made
14	To review and adopt Standing Orders and Financial Regulations. Reviewed and adopted. Agreed to change section 9b of the Standing Orders from 7 clear days to 6 clear days prior to adoption. Noted that a new NALC edition of the model Financial Regulations has just recently been issued which will necessitate further review.
15	To review the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21) Reviewed with no change

- 16 To review of the Council's policy for dealing with the press/media. Reviewed with no change
- 17 To review of the Council's employment policies and procedures. Reviewed with no changes
- 18 To review of the Council's expenditure incurred under s.137 of the Local Government Act 1972. The expenditure in year 2023.24 was £310.00 against an allowance of £7795.05.
- 19 To review the inventory of land and other assets including buildings and office equipment. Asset Register issued under separate cover reviewed.
- 20 To confirm the arrangements for insurance cover in respect of all insurable risks. Insurance cover was provided by Aviva through Clear Councils (formerly BHIB) insurance brokers, due for renewal on 1 June
- 21 To review of the Council's and/or staff subscriptions to other bodies. The YLCA and SLCC subscriptions were agreed to be paid when due.
- 22 To determine the time (7.30pm on the third Tuesday of each month) and place (Community Centre) of ordinary meetings of the Council up to and including the next annual meeting of the Council (every month except December). Determined accordingly

The meeting closed at 7.46pm