

**IRTON PARISH COUNCIL**  
**ANNUAL COUNCIL MEETING**  
**HELD 25 MAY 2018**

**Present:**

Councillors Cllrs Morrell, Parnell, Goulding & Elbourne.  
Dawn Naylor – Parish Clerk  
Cllr Jeffels  
1 member of the public

***Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972***

**ELECTION OF CHAIRMAN 2018/2019**

Cllr Parnell was proposed and seconded as Chairman. A vote by a show of hands took place and the result was unanimous.

**RESOLVED: That Cllr Parnell be elected as Chairman for Irton Parish Council 2018/19 and signed the Declaration of Acceptance of Office.** **35/18**

**APOLOGIES**

**RESOLVED: Apologies were received from Cllrs Mingella & Mallory.** **36/18**

**ELECTION OF VICE-CHAIRMAN 2018/2019**

Cllr Morrell was proposed and seconded as Vice-Chairman. A vote by a show of hands took place and the result was unanimous.

**RESOLVED: That Cllr Morrell be elected as Vice-Chairman for Irton Parish Council 2018/19.** **37/18**

**DECLARATIONS OF INTEREST**

No declarations were received.

**RESOLVED: That the above information be noted.** **38/18**

**ELECTION OF REPRESENTATIVES ON OUTSIDE GROUPS**

**RESOLVED: That the following members represent the following groups:-** **39/19**

- Seamer and Irton Memorial Hall Management Committee – Cllr Parnell
- YLCA – Cllr Parnell
- Community and Police Group – Cllr Morrell

**SIGNATURES FOR CHEQUES**

Members confirmed that the signatories will be Cllr Parnell, Cllr Morrell and the Clerk with 2 of 3 to sign.

**RESOLVED: That the above signatories be confirmed.** **40/18**

**POLICIES**

The Council agreed the following council policies:

- Insurance – members agreed that the parish council is adequately insured.
- Asset Register
- Financial Risk Assessment
- Financial Regulations.
- Standing Orders

**RESOLVED: That the above policies be agreed.** **41/18**

**ANNUAL RETURN**

The Annual Return for 2017/18 had been circulated to members. The figures and statements were checked and the council was satisfied that the Accounting Statements contained in the Annual Return represents the true financial position of the council and its income and expenditure. The Annual Return was duly signed. The council was satisfied that the Annual Governance Statement questions no’s 1-8 could all be answered “Yes”

**RESOLVED: That the Annual Governance Statement would be signed. 42/18**

**RESOLVED: That the Accounting Statements would be signed. 43/18**

**RESOLVED: That Yorkshire Internal Audit would complete the Internal Audit for 2018/2019. 44/18**

**FINANCIAL CONTROLS**

The clerk advised members that it is their responsibility to ensure that the council are satisfied with the internal financial controls. A discussion took place and all members agreed that they were satisfied with these controls.

**RESOLVED: That the Council are satisfied with the internal financial controls carried out by the Parish Council. 45/18**

**GENERAL DATA PROTECTION REGULATIONS - POLICIES**

A report of the YLCA training course was circulated to members. The clerk had undertaken the creation of the following policies:

- Audit of Data
- General Privacy/Contact Policy
- Councillors & Staff Privacy/Contact Policy
- Retention Policy

**RESOLVED: That the above policies will be brought to a future meeting to be adopted. 46/18**

**DATES AND TIMES OF FUTURE MEETINGS**

**RESOLVED: That the following dates be agreed:- 47/18**

- 19 July 2018
- 20 September 2018
- 22 November 2018
- 24 January 2019
- 21 March 2019
- **Friday** 19 April 2019 – Annual Parish Meeting
- 23 May 2019 – Annual Council & Ordinary Council

Signed: .....

(Chairman)

Dated: .....