

DRAFT - GRISTHORPE AND LEBBERSTON PARISH COUNCIL
ANNUAL COUNCIL MEETING
HELD 21 MAY 2015

PRESENT:

Cllr M Bozeat, Cllrs Green, Viney & Senior.
Dawn Naylor (Clerk).
2 members of the public.

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

Before the start of the meeting members signed their Declarations of Acceptance of Office and were given the following documents:

- Electronic Consent Form
- Code of Conduct
- Councillors Guide
- Register of Interests

Cllr David Green was duly co-opted onto the council (within the 35 day post election qualification) and also signed the above paperwork.

ELECTION OF CHAIRMAN 2015/2016

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

RESOLVED : That Cllr Bozeat be elected as Chairman for Gristhorpe and Lebberston Parish Council 2015/16 and signed the Declaration of Acceptance of Office. 47/15

APOLOGIES

RESOLVED : That no apologies were received. 48/15

ELECTION OF VICE-CHAIRMAN 2014/2015

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

RESOLVED : That Cllr Viney be elected as Vice-Chairman for Gristhorpe and Lebberston Parish Council 2015/16. 49/15

ELECTION OF REPRESENTATIVES ON OUTSIDE GROUPS

The following members will represent the following groups

- North Yorkshire Coast and Moors – Cllr Viney
- Yorkshire Local Councils' Association – Cllr Bozeat
- Roads Liaison – Cllr Green
- Cluster – Cllr Senior

RESOLVED : That the above members represent the Parish Council on the above groups. 50/15

SIGNATURES FOR CHEQUES

Cllrs Bozeat, Senior, Green, Viney and the clerk will be cheque signatories.

RESOLVED : That the above decision be agreed (2 of 5 to sign). 51/15

POLICIES

RESOLVED : That the following policies were reviewed and adopted by the council.

- Document Retention
- Asset Register
- Financial Risk Assessment
- Standing Orders
- Insurance policy – the council were satisfied that the council are adequately insured.
- New financial regulations will be checked at a future meeting.

52/15

ANNUAL RETURN & INTERNAL AUDITOR'S REPORT

External Audit – 2014/2015

The council was satisfied that the Accounting Statement 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 Return – Statement of Accounts and Annual Governance Statement was approved by the Council and duly signed. 53/15

Internal Audit

The council received the internal audit report which showed no areas of concern.

RESOLVED: That the above information be noted. 54/15

Financial Internal 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. 55/15

DATES FOR FUTURE MEETINGS

RESOLVED : That the Parish Council will now meet bimestrially with the understanding that meetings may be held between these dates for time-sensitive matters. 56/15

30 July 2015

24 September 2015

26 November 2015

28 January 2016

31 March 2016 (Ordinary & Annual Parish Meetings)

26 May 2016 (Ordinary & Annual Council Meeting)

Signed:.....

Dated:.....