

GRISTHORPE AND LEBBERSTON PARISH COUNCIL
ANNUAL COUNCIL MEETING
HELD 24 MAY 2018

PRESENT:

Cllr M Bozeat, Malton, Hood & Sargent
County/Borough Councillors Roberta Swiers & Simon Green. Dawn Naylor (Clerk)

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

ELECTION OF CHAIRMAN 2018/2019

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 2018/19 and signed the Declaration of Acceptance of Office. 38/18

APOLOGIES

RESOLVED : That apologies were received from Cllrs Viney, Malpas & Green. 39/18

ELECTION OF VICE-CHAIRMAN 2018/2019

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

RESOLVED : That Cllr Malton be elected as Vice-Chairman for Gristhorpe and Lebberston Parish Council 2018/19. 40/18

ELECTION OF REPRESENTATIVES ON OUTSIDE GROUPS

The following members will represent the following groups

- North Yorkshire Coast and Moors – this will be left until further information comes forward regarding the makeup of the membership.
- Yorkshire Local Councils' Association – Cllr Bozeat

RESOLVED : That the above members represent the Parish Council on the above groups. 41/18

SIGNATURES FOR CHEQUES

Cllrs Bozeat, Malton, Viney and the clerk are cheque signatories.

RESOLVED : That the above decision be agreed (2 of 5 to sign). 42/18

POLICIES

RESOLVED : That the following policies were reviewed by the council:

- **Asset Register**
- **Financial Risk Assessment**
- **Standing Orders**
- **Insurance policy – the council were satisfied that the council are adequately insured but the clerk will check if insured for the war memorial.**
- **Financial Regulations 43/18**

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. 44/18

RESOLVED: That the Accounting Statements would be signed. 45/18

RESOLVED: That Yorkshire Internal Audit would again complete the internal audit for 2018/2019. 46/18

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. 47/18

PLAYGROUND INSPECTIONS

RESOLVED: That Cllr Hood would undertake the playground inspections. It was agreed that an item would be placed on the agendas for this. 48/18

GENERAL DATA PROTECTION REGULATIONS

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

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

RESOLVED: That the above policies will be brought back to a future meeting for adoption. 49/18

DATES FOR FUTURE MEETINGS

RESOLVED: That the following dates be agreed by members: 50/18

- JULY 26 2018
- SEPTEMBER 27 2018
- NOVEMBER 29 2018
- JANUARY 31 2019
- MARCH 28 2019 (ORDINARY & ANNUAL PARISH MEETINGS)
- MAY 30 2019 (ANNUAL COUNCIL MEETING & ORDINARY MEETING)

Signed:.....

Dated:.....