THORPE AUDLIN PARISH COUNCIL

Minutes of the Annual Council Meeting held in Ramsden Hall, Darning Lane, Thorpe Audlin on Thursday 27 May 2021 at 7.15pm

Present: Cllrs R Calvert (chair), S Fogg, A Smith and L Stanley

In Attendance: A Draper (parish clerk) and three members of the public.

1. Election of Chair and signing the declaration of acceptance of office
It was agreed to elect Cllr R Calvert as Chair for the ensuing year. Cllr Calvert signed the declaration of acceptance of office.

2. Welcome and apologies for absence
Apologies were received from WMDC Cllrs J Carrington and A Garbutt.

3. Confirmation of COVID risk assessment/measures for meetings
It was agreed/confirmed that a COVID risk assessment had been conducted and that COVID secure measures are in place for the meeting.

4. Appointment of Vice Chair and signing the declaration of acceptance of office
It was agreed to appoint Cllr A Smith as Vice Chair for the ensuing year. Cllr Smith signed the declaration of acceptance of office.

5. Declaration of interests and dispensation requests
None other than those already declared in councillors' respective register of interests.

6. Public participation
Cllr Calvert invited members of the public to ask/raise any issues:

A resident queried the expenditure on the sports field/pavilion. The chair explained that a lot of health and safety work had been necessary such as legionella remedial work, new showers and redecoration. The chair also explained that the field and pavilion are available for use by villagers.

A resident said that the new speed humps on Thorpe Lane are smaller than the previous ones. It was agreed that the clerk will contact WMDC for clarification.

7. Community safety/policing update
The police were unable to attend.

8. Wakefield MDC councillors' report
The WMDC councillors had sent their apologies.

9. To approve the minutes of the meeting held on 29 April 2021
The minutes were approved and signed as a correct record.

10. Matters to report from the minutes
No matters to report than those which are on today's agenda.

11. Chair's comments
Cllr Calvert said it was nice to return to normal/physical meetings.

12. Correspondence
YLCA White Rose Update - circulated.
Letter from the secretary of the Swains Acre asking if the parish council will take it over – it was agreed to add this an item to the next agenda.

13. Financial Report (including approval of payments)
Current account: £615
Savings account: £19,146 (of which £8,000 belongs to the sports field trust)

The schedule of payments and receipts was approved.

14. Wakefield MDC planning applications and decisions
App No. 21/00990/FUL – Hillthorpe, Wentbridge Lane, Thorpe Audlin
Sub-division of existing dwelling to create one additional dwelling (second floor flat).
Application noted.

15. Village items
It was agreed to ask WMDC for new lids for the dog bins.

16. To review standing orders, financial regulations, code of conduct, complaints procedure and all council policies/procedures
It was agreed that having been reviewed and amended where necessary, the standing orders, financial regulations, code of conduct, complaints procedure and all council policies/procedures be approved.

17. To review the risk schedule
It was agreed that having been reviewed the risk schedule be approved.

18. To review the asset register and investment strategy
It was agreed that having been reviewed the asset register and investment strategy be approved.

19. Confirmation of the council's banker and authorisation of the signatories on the banker's mandate
It was agreed and confirmed that the council's banker continue to be Barclays Bank plc and that the signatories continue to be the Chair and the Vice Chair.

20. General Power of Competence
It was approved that having met the conditions of eligibility as defined in the Localism Act 2011 and statutory instrument 965 Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, Thorpe Audlin Parish Council hereby adopts the General Power of Competence.

21. Annual Governance and Accountability Return for the year ended 31 March 2021

a) **External audit exemption**
It was agreed that Thorpe Audlin Parish Council is exempt from external audit for the year 2020-21 as its annual turn-over does not exceed £25,000.

b) **Internal auditor's report**
It was agreed that the report of the Internal Auditor, Chris Geeson BA CPFA FSLCC be

received and approved, that he be re-appointed as internal auditor and the scope of internal audit be in accordance with the AGAR and Proper Practises.

c) Review of the effectiveness of the system of internal control
It was agreed that having been reviewed the effectiveness of the system of internal control is robust and fit for purpose.

d) To consider and approve the Annual Governance Statement
It was agreed that the Annual Governance Statement be approved.

e) To consider and approve the Accounting Statements
It was agreed that the Accounting Statements be approved.

f) To approve the publication of documents required by the Accounts and Audit Regulations 2015 (as amended)
It was agreed that in accordance with the Accounts and Audit Regulations 2015 (as amended) and the Transparency Code for Smaller Authorities, Thorpe Audlin Parish Council will publish the following documents on its freely accessible website:

- Certificate of Exemption
- Annual Internal Audit Report 2020-21
- Annual Governance Statement 2020-21
- Accounting Statements 2020-21
- Analysis of variances
- Bank reconciliation to 31 March 2021
- Notice of the period for the exercise of public rights

22. <u>Confirmation of dates and times of meetings for the ensuing year</u>
It was agreed that council meetings will start at 7.15pm and will take place on the last Thursday of each month, unless otherwise stated.

23. <u>Items for future agenda</u>
Swains Acre
Dog bins
Speed humps
Collection point for air ambulance

24. <u>Confirmation of time and date of next meeting</u>
Ordinary meeting of Thorpe Audlin Parish Council - Thursday 24 June 2021 at 7.15pm.

The meeting closed at 7.55pm.

Signed…… Date……