



DRAFT MINUTES of the ANNUAL MEETING OF THE COUNCIL held at Redmire Village Hall on Tuesday 16th May 2023

Present: Cllr Houghton Cllr Jordan Cllr Shields Cllr Spensley
Cllr Strong Clerk: MRS C Smith **8 Members of the public**

- 23.52 THE ELECTION OF CHAIRMAN-** Cllr Jordan was elected as the Chairman of the Parish Council for the year 2023-24.
- 23.53 DECLARATION OF ACCEPTANCE OF OFFICE-** The Chairman accepted and signed the Declaration of Acceptance of Office.
- 23.54 APOLOGIES –** None.
- 23.55 DISCLOSURES OF INTEREST-** None.
- 23.56 ELECTION OF VICE CHAIR (DEPUTY CHAIRMAN)-** Cllr Shields was elected as the Vice-Chair of the Parish Council for the year 2023-24.
- 23.57 COMMITTEE MEMBERSHIP-** Appointment of members to existing Committees & Sub-Committees (Working Parties);
a) Staffing Committee- All Cllrs
b) Housing Trust Committee- All Cllrs
- 23.58 TERMS OF REFERENCE COMMITTEES- Adopted**
- 23.59 POLICY REVIEWS & ADOPTION –** Review of the Council’s policies
a) Standing Orders- Approved
b) Financial Regulations- Approved
c) North Yorkshire Council Code of Conduct- Adopted.



- 23.60 ASSET REGISTER-** The Council reviewed the inventory of land and all other assets including office equipment.
- 23.61 INSURANCE-** The Council reviewed the insurance cover and resolved that the policy cover was suitable.
- 23.62 DELEGATION ARRANGEMENTS-** The Council reviewed the delegation arrangements to committees, sub-committees, staff, and other local authorities;
- a) Housing Committee-**The Committee has delegated power to manage the finances and management of the houses-Approved.
- b) Clerk-** Scheme of Delegation- Approved.
- 23.63 APPOINTMENTS TO EXTERNAL ORGANISATIONS-** The Council appointed representatives to the following external organisations or groups;
- a) Community pub group -**Cllr Jordan & Spensley.
- b) YLCA Branch Meeting Representative-** Clerk.
- c) Upper Dales Health Watch & Leyburn PPG-** Cllr Houghton.
- 23.64 SYSTEMS OF INTERNAL CONTROL-** The Council reviewed the systems in place and resolved that the quarterly checks were adequate.
- 23.65 THE GENERAL POWER OF COMPETENCE (GPC)-**The Council reaffirmed eligibility for GPC.
- 23.66 FINANCE**
- a) Regular Payments List-** Reviewed and approved.
- b) Direct Debits-**The Council resolved to approve the payment by Direct Debit to the following companies: -
- 1.Information Commissioners Office
 - 2.HMRC PAYE
 - 3.North Yorkshire Council- Council tax for North Cottage
- 23.67 CALENDAR OF MEETINGS FOR 2023-24**
- Tuesday 30th May- Parish Meeting
 - June 2023 Date TBC for the Ordinary Meeting



- Tuesday 18th July -Ordinary Meeting
- Tuesday 5th September 23- Ordinary meeting
- Tuesday 17th October 23- Ordinary Meeting
- Tuesday 28th November 23- Ordinary Meeting
- Tuesday 16th January 24- Ordinary Meeting
- Tuesday 27th February 24- Ordinary Meeting
- Tuesday 9th April 24- Ordinary Meeting
- Tuesday 21st May 24 – Annual Parish Council Meeting