



MINUTES of the Annual Council Meeting held on Thursday 30th May 2024

Present: Cllr Houghton Cllr Jordan Cllr Shields Cllr Spensley
Clerk: MRS C Smith **7 Members of the public**

24.71 THE ELECTION OF CHAIRMAN- Cllr Andrew Jordan was elected as the Chairman of the Parish Council for the year 2024-25.

24.72 DECLARATION OF ACCEPTANCE OF OFFICE- Signed.

24.73 APOLOGIES – Received & accepted from Cllr Strong.

24.74 DISCLOSURES OF INTEREST- The councillors confirmed their interests are up to date.

24.75 ELECTION OF VICE CHAIR (DEPUTY CHAIRMAN)- Cllr David Shields was elected as the Vice Chairman of the Parish Council for the year 2024-25.

24.76 COMMITTEE MEMBERSHIP

- a) Staffing Committee-** Cllr Jordan, Spensley & Strong.
- b) Housing Committee-** All Members.
- c) Terms Of Reference Committees -** Approved.

24.77 DELEGATION ARRANGEMENTS

- a) Housing Committee-**The council approved that the Committee has delegated power to manage the finances and management of the houses.
- b) Clerk Scheme of Delegation-** Approved and adopted.

24.78 POLICY REVIEWS & ADOPTION

- a) Standing Orders-** Reviewed & adopted.
- b) NALC 2024 Financial Regulations-** New 2024 regulations adopted.
- c) North Yorkshire Council Code of Conduct-** Reviewed & adopted.



24.79 ASSET REGISTER- The council reviewed the inventory of land and all other assets including office equipment.

24.80 INSURANCE- The council confirmed that the insurance cover was appropriate in respect of all insurable risks and resolved to accept the renewal quote from Zurich.

24.81 RISK ASSESSMENT- The Council resolved to review the Risk Assessment and bring this back to the next meeting.

24.82 SYSTEMS OF INTERNAL CONTROL- Due for review.

24.83 APPOINTMENTS TO EXTERNAL ORGANISATIONS

a) **YLCA Branch Meeting Representative-** Cllr Jordan.

b) **Upper Dales Health Watch & Leyburn PPG-** Cllr Houghton.

24.84 SUBSCRIPTIONS-The Council resolved to continue the subscription to the Yorkshire Local Councils Association.

24.85 THE GENERAL POWER OF COMPETENCE (GPC)-The Council reaffirmed their eligibility for GPC.

24.86 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: Information Commissioners Office, HMRC PAYE, Housing Account - North Yorkshire Council- Council tax for North Cottage

24.87 CALENDAR OF MEETINGS FOR 2023-24

- Tuesday 2nd July -Ordinary Meeting
- Tuesday 13th August - Ordinary meeting
- Tuesday 24th September - Ordinary Meeting
- Tuesday 29th October (half term week)- Ordinary Meeting
- Tuesday 10th December- Ordinary Meeting
- Tuesday 21st January 25 Ordinary Meeting
- Tuesday 22nd April 25 Annual Parish Meeting followed by Ordinary Meeting.
- Tuesday 20th May 25 – Annual Parish Council Meeting