

ABERFORD AND DISTRICT PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Tuesday 17 May 2022.

Meeting held in the Oriel room, St Ricarius Church, Aberford commencing at 7pm.

Presnt: Cllr David Howson (Chairman)
Cllr Keith Dunwell
Cllr Nancy Griffiths

Cllr Mike Oakes
Cllr Ruth Reed (Vice Chair)

In attendance: Mr Peter Wigglesworth (Clerk/RFO)

1. Election of Chairman

RESOLVED: Following the resignation of Cllr Howson it was **AGREED** by all members that Cllr Mike Oakes be appointed Chairman for the coming year. It was, however, agreed that Cllr Howson would take the chair for this annual meeting. **ACTION:** The declaration of acceptance of office will be signed by the new Chairman before the Clerk.

2. Election of Vice Chairman

RESOLVED: All members agreed that Cllr Nancy Griffiths be appointed Vice Chairman for the coming year.

3. To receive apologies and approve reasons for absence

Apologies were received and accepted from Cllr Bradley and Cllr Bodey. Cllr Wilson was also absent.

4. Report for previous year

The Chairman welcomed all councillors, thanking them for their individual efforts and teamwork over the expiring year. He also extended his thanks to those councillors who had left during the year and in particular to Cllr Hogg and Cllr McCready who had both served the Council well over a long period. Finally, the Chairman extended his thanks to the Vice Chair Cllr Reed for her loyal support and help over many years and to the clerk for his hard work over the past 18 months in what had been, at times, testing circumstances.

Cllr Howson then reflected on his 53 years to date on the Parish Council. He pointed out that 8 clerks had worked under his Chairmanship and commented that he was proud of the many accomplishments and improvements made. However, Cllr Howson felt that, with the changing nature of the village and its environs, the time was also right for a change of stewardship. The Chairman concluded by wishing his successor good luck with moving things forward in what can sometimes be a frustratingly slow process and he looked forward to a period of further service on the "back benches".

5. Review of working and advisory groups

Members had received the list of Sub groups circulated by the clerk and reviewed submissions from Cllr Oakes and Cllr Bradley which were accepted by all. It was **AGREED** that the Clerk will update and circulate the revised master list.

6. Review of appointments to external organisations and additional responsibilities

RESOLVED: Members reviewed the list of appointments previously circulated by the clerk and a submission from Cllr Bradley which was accepted by all. It was **AGREED** that the Clerk will update and circulate the revised master list.

7. Review of Internal Audit report

RESOLVED: Members reviewed the report prepared by Mr Brian Hopper as the PC's Internal Auditor, along with a response sent by the clerk in respect of a few points of detail. There were no issues or queries to raise.

8. Review and complete the required sections of the Annual Return for the year ended 31.03.22

- a. **RESOLVED:** To consider, complete and sign Section 1 – Annual governance statement 2021/22. After review, this was signed by the chairman and passed to the clerk to progress.
- b. **RESOLVED:** To review and sign Section 2 – Accounting statements 2021/22. After review this was signed by the chairman and passed to the clerk to progress..
- c. **RESOLVED:** To review and publish the proposed dates for posting the Notice of Public Rights. The proposed dates were **AGREED** by all members and the clerk was asked to make the necessary arrangements.

9. Review of Asset Register as at May 2022

RESOLVED: To approve the asset register (previously circulated) as at 17 May 2022. There had not been any changes to the prior year

10. To appoint up to two councillors to attend the YLCA Branch Meetings and for them to represent the council as voting representatives at the meetings (Clerk)

RESOLVED: After discussion it was **AGREED** by all members that this be dealt with on an ad hoc basis, with members being co-opted to attend YLCA Branch Meetings as and when required.

11. Attendance record (May 2021 to April 2022)

<u>Parish council monthly meeting attendance record</u>													<u>2021/22</u>		
	<u>18/5/21</u>	<u>15/6/21</u>	<u>20/7/21</u>	<u>17/8/21</u>	<u>21/9/21</u>	<u>19/10/21</u>	<u>16/11/21</u>	<u>21/12/21</u>	<u>18/1/22</u>	<u>15/2/22</u>	<u>15/3/22</u>	<u>19/4/22</u>	<u>Total att</u>	<u>Possible</u>	<u>%</u>
Councillor															
Andrew Hogg	1	1	1	1	1	1	n/a	n/a	n/a	n/a	n/a	n/a	6	6	100
Dave McCreedy	1	1	A	1	A	1	A	n/a	n/a	n/a	n/a	n/a	4	7	57
David Howson	1	1	1	1	1	1	1	1	1	1	1	1	12	12	100
Keith Dunwell	1	1	1	1	1	1	1	1	1	1	1	A	11	12	92
Mike Oakes	1	1	1	1	1	1	1	1	1	1	1	1	12	12	100
Nancy Griffiths	1	A	1	1	1	1	1	1	1	A	1	1	10	12	83
Ruth Reed	1	1	1	1	1	1	1	1	1	1	1	1	12	12	100
Sarah Bradley	1	1	1	A	1	1	1	1	A	1	1	1	10	12	83
Doug Bodey	1	1	1	1	A	1	1	A	A	1	1	A	8	12	67
Tyler Wilson	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A	1	1	2	50
Lucy Dickinson	1	1	A	A	1	A	A	A	n/a	n/a	n/a	n/a	3	8	38
Total Attendance	10	9	8	8	8	9	7	6	5	6	7	6			

12. Review of the council’s membership of other bodies

RESOLVED:

1. To continue membership of Yorkshire Local Councils Association
2. To continue membership of Community First Yorkshire
3. To approve the Clerk’s membership of the Society of Local Council Clerks if deemed appropriate

13. Set the dates/times and place of ordinary meetings for the year ahead

<u>Parish Council meeting schedule June 2022 to May 2023</u>	
<u>Date</u>	<u>Days from last meeting</u>
Tuesday 21st June 2022	35
Tuesday 19th July 2022	28
Tuesday 16th August 2022	28
Tuesday 20th September 2022	35
Tuesday 18th October 2022	28
Tuesday 15th November 2022	28
Tuesday 20th December 2022	35
Tuesday 17th January 2023	28
Tuesday 21st February 2023	35
Tuesday 21st March 2023	28
Tuesday 18th April 2023	28
Tuesday 16th May 2023	28
Unless otherwise advised, all meetings to be held in the Oriel Room, St Ricarius Church, commencing at 7.30pm	

14. Close of meeting

The Chairman closed the annual meeting at 7.25pm.