

9. Review financial regulations and financial risk assessment

RESOLVED: Members reviewed the proposed amendments (previously circulated) and agreed that no further changes are required. **ACTION:** Clerk to update the master documents accordingly, circulate and post on the Website.

10. Review of Asset Register as at May 2021

RESOLVED: To approve the asset register (previously circulated) as at 18 May 2021.

11. Update on plans to review the Code of Conduct and Standing Orders.

Cllr Oakes said that the promised Code of Conduct update by Leeds City Council has not yet been issued. He therefore proposed that the planned review of the ADPC equivalent (based around the LCC template) and Standing Orders be deferred until that document has been issued. This was agreed by all members. **ACTION:** Cllr Oakes to review the new draft once received and amend the ADPC documents accordingly.

12. 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.

13. Attendance record (May 2020 to April 2021)

Parish council monthly meeting attendance record																
Councillor	19/5/20 cancelled	16/6/20 cancelled	28/7/20 phone	25/8/20 phone	22/9/20 phone	20/10/20 phone	17/11/20 phone	15/12/20 Zoom	19/1/21 Zoom	16/2/21 Zoom	16/3/21 Zoom	27/4/21 Zoom*	Total att	Possible	%	
Andrew Hogg	X	X	1	1	1	1	1	1	1	1	1	1	10	10	100	
Dave McCready	X	X	A	1	1	1	1	1	1	1	1	1	9	10	90	
David Howson	X	X	1	1	1	1	1	1	1	1	1	1	10	10	100	
Keith Dunwell	X	X	1	1	1	1	1	1	1	1	1	1	10	10	100	
Mike Oakes	X	X	1	1	A	1	1	1	1	1	1	1	9	10	90	
Nancy Griffiths	X	X	1	1	1	1	1	1	1	1	1	1	10	10	100	
Paul Hancock	X	X	1	1	1	1	A	1	n/a	n/a	n/a	n/a	5	6	83	
Ruth Reed	X	X	1	1	1	1	1	1	1	1	1	1	10	10	100	
Sarah Bradley	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1	1	2	2	100	
Doug Bodey	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	A	0	1	0	
Lucy Dickinson	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1	1	1	100	
Total Attendance	0	0	7	8	7	8	7	8	7	7	8	9	76	80	95	
Key																
1- Present																
A- Absent, apologies received and accepted																
O- Absent, no apologies																
n/a- not a member at the time of the meeting																
X- meeting cancelled due to Covid 19																
* meeting postponed by one week due to the death of HRH Prince Philip																

14. 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

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

<u>Parish Council meeting schedule June 2021 to May 2022</u>	
<u>Date</u>	<u>Days from last meeting</u>
Tuesday 15th June 2021	28
Tuesday 20th July 2021	35
Tuesday 17th August 2021	28
Tuesday 21st September 2021	35
Tuesday 19th October 2021	28
Tuesday 16th November 2021	28
Tuesday 21st December 2021	35
Tuesday 18th January 2022	28
Tuesday 15th February 2022	28
Tuesday 15th March 2022	28
Tuesday 19th April 2022	35
Tuesday 17th May 2022	28
Unless otherwise advised, all meetings to be held in the Oriel Room, St Ricarius Church, commencing at 7.30pm	

16. Close of meeting

The Chairman closed the annual meeting at 7.30pm.