

**New Earswick Parish Council  
Minutes of the Annual Meeting  
20 May 2019  
Business Commenced at 19.00 hours**

**Attending Councillors:** Don Crawford (Chairman) (DC)  
Fiona Crawford (FC)  
Sue Glenton (SG)  
Darren Newton (DN)  
Audrey Steel (AS)  
Carol Runciman (CR)  
John Young (JY)

**Apologies:** Vic Atkins (VA)  
Christine Durrant (CD)

**Visitor:** One Resident

**Clerk/Minute Taker:** Sally Bruckshaw

19.05.01 **Election of the Chair Person for 2019-20 and Acceptance of Office**

Members proposed Cllr D Crawford to remain as Chairman for the following year.

**RESOLVED:** That DC continue in the post of Chairman for 2019-20. The Acceptance of Office was signed.

19.05.02 **Notices of the Meeting**

These had been posted on all notice boards and the web site.

19.05.03 **Declarations of Acceptance of Office - Confirmation of Agreement To Defer Signature Due to Absence**

Members had signed their Acceptance of Office forms.

**RESOLVED:** That Members approved the delay in signing the Acceptance of Office by VA due to illness.

19.05.04 **Completion of Register of Interest Forms As Required**

Those Members who needed to update their Register of Interest declarations were to complete the forms.

19.05.05 **Notification of One Ordinary Vacancy Following the Non Contested Election**

Following the non contested election, one Ordinary Vacancy remained.

19.05.06     **Minutes of the Last Meeting**

The minutes of the meeting held on 15 April, 2019 were approved as a correct record and signed by the Chairman.

19.05.07     **Minutes of the Annual Parish Meeting**

The minutes of the Annual Parish meeting held on 15 April, 2019 were approved as a correct record and signed by the Chairman.

19.05.08     **Minutes of the General Purposes and Planning Committee**

The minutes of the meetings of the General Purposes and Planning Committee held on 23 April and 7 May, 2019 were approved as correct records and signed by the Chairman.

19.05.09     **Police Matters**

The update for April had been received.

The vandalism to the bus shelter at Rowan Avenue had been reported to the Police. Members considered the options for repairing/providing bus shelters. Further information was to be sought.

A recruitment campaign for additional Community Support Officers had commenced.

19.05.10     **Chairman's Business/Correspondence Received**

**Meetings**

23.4.19 - Meeting with Deputy Director.

24.4.19 - Community Walkabout.

29.4.19 - New Lodge Stakeholders Meeting. Following the concerns raised by Members and residents, information on the external lighting had been received.

**Correspondence**

19.4.19 - River Foss Events.

25.4.19 - JRHT - Youth Shelter to be demolished.

1.5.19 - YLCA - Update on Neighbourhood Planning Programme.

1.5.19 - YLCA - Internal Audit service for Councils with turnover below £25,000.

7.5.19 - Leeds City Council - Information on online GDPR Training.

17.5.19 – COYC – Double taxation claim information.

19.05.11 **Election of Officers 2019-20**

**RESOLVED:** That the following Members represent the Council.

Vice Chairman - SG

Finance Committee – FC, CD, CR, AS

Bank Signatories - VA, DC, SG, EJ

**RESOLVED:** That changes to bank signatories be confirmed at a future meeting. The existing signatory (EJ - no longer a Member of the Council) be allowed to countersign cheques if required.

General Purposes and Planning Committee – VA, DC, SG, AS, JY

Rights of Way Officer - FC

Nature Reserve – VA, SG

Board of Trustees - Friends of New Earswick Pool - SG

Yorkshire Local Councils Associations – DC, SG

Emergency Planning DC, FC, SG, SB

Defibrillator Guardian DN, SB

19.05.12 **Annual Accounts 2018-19**

A **To Receive the Internal Auditor's Written Report for 2018-19**

The Internal Audit had been undertaken by Yorkshire Internal Audit Services on 24 April, 2019 and no matters of concern had been raised in the Auditor's full report. The report detailed the financial situation of Huntington Burial Authority in relation to the accounts.

B **To Certify New Earswick Parish Council as Exempt from External Audit for 2018-19**

In accordance with regulations, the Auditor had confirmed that New Earswick Parish Council could declare exemption from external audit for this financial year as the annual turn-over did not exceed £25,000.00.

**RESOLVED:** That no external audit should be undertaken for the year 2018-19.

C **To Note the Annual Internal Audit Report for 2018-19 Included at Page 4 of the Annual Governance and Accountability Return 2018-19**

**RESOLVED:** That the Annual Internal Audit Report be noted.

D **To Approve Section 1 - Annual Governance Statement 2018-19 for New Earswick on Page 5**

**RESOLVED:** That the Annual Governance Statement be approved.

**E To Approve Section 2 - Accounting Statements 2018-19 on Page 6**

**RESOLVED:** That the Accounting Statements be approved.

**F To Approve the Publication of Documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities**

**RESOLVED:** That the documents required by the Audit Regulations be published on the web site.

**19.05.13 Chairman's Allowance 2019-20**

**Cllr D Crawford left the meeting and SG took this item. Cllr F Crawford declared an interest.**

Members proposed to raise the allowance for the year, which had previously been considered by the Finance Committee. On his return to the meeting DC thanked Members, but did not wish to have the existing allowance increased.

**RESOLVED:** That the Chairman's Allowance for 2019-20 be set at £400.00.

**19.05.14 To confirm Insurance Arrangements for the 2019-20 Year**

Quotations had been sought for comparison with the current insurance arrangements.

**RESOLVED:** That the quotation from the current insurer be renewed for the following year.

**19.05.15 Update on New In Patient Facility off Haxby Road**

Deferred to the next meeting.

**19.05.16 Parking by Contractors in Residential Bays**

It was confirmed that where work was being carried out on behalf of JRHT, contractors were using parking bays, despite not working on the adjacent properties This matter would be raised with JRHT again.

**19.05.17 Planning**

**Cllr F Crawford declared an interest in this item.**

19/00567/LBC - 12 Western Terrace, New Earswick, York YO32 4BW - External alterations to remove existing timber front and rear external doors and replace with new part double glazed timber doors.

Members had no objection to this application. Response B.

19.05.18    **Finance**

BT Refund	18.91 (18.3.19)
Precept (1st Instalment)	11500.00 (2.5.19)
	1250.00 (3.5.19)
A Salary (April)	606.95 (20.4.19)
B YLCA	698.00 (15.4.19)
C Friends of New Earswick School (Section 137)	500.00
D Friends of New Earswick Swimming Pool (Section 137)	1500.00
E Petty Cash	50.00
F Salary and Mileage (May)	639.15

**RESOLVED:** That the above payments be accepted.

19.05.19    **Items for the Next Meeting**

Update on new hospital facility.

Overgrown hedges – JRHT to be asked to include an item in the next edition of the newsletter.

The member of the public who had attended the meeting, was thanked for their interest and invited to attend again.

**There being no further business, the meeting closed at 20.37 hours.**

Signed \_\_\_\_\_ Chairman, 17 June, 2019