

Bilsdale Midcable Parish Council

Draft Minutes of Annual Meeting held 21st June 2023

Chop Gate Village Hall

Present: Cllrs M Bowes, J Smith, B Heley, K Verity

In attendance: Mr C Marsh, Clerk R Chapman,

1. **Resolved:** Cllr Bowes and Cllr Smith unanimously re-elected as Chairman and Vice Chairman respectively
2. Cllrs S Sanderson and H Moorhouse had submitted their apologies for absence in advance of the meeting.
3. Declarations of interest: None
4. **Resolved:** to accept the Minutes of the meeting held on 3rd May 2023 as a true and correct record. No issues were identified arising from the meeting. Chairman signed the minutes.
5. Closing accounts for 2022/23 were reviewed. **Resolved:** to approve the accounts as a true record. Chairman and Clerk signed the accounts
6. Mr R Stanton, Internal Auditor presented his report. Overall, he concluded that the accounts were correct and that the Council had the appropriate governance systems in place. Mr Stanton suggested that the Council pay attention to the following factors:
 - a. Claim for refund of VAT before validity periods expire. He offered support for this if difficulties are encountered.
 - b. Early return to having 3 people mandated to operate the bank account which is normal for this type of organisation. Chairman and Vice Chairman have this in hand and reported on actions so far.
 - c. If the Clerk continues not to draw a salary, continuing review will be needed to avoid generating excessive reserves.
 - d. Review of the guidance indicates that maintenance costs for the defibrillators would be allowable under Section 137 if required.
 - e. Cllrs Bowes and Smith informed Mr Stanton that the reserves for financial years 2022/23 and 2023/24 have been boosted by donations and community activities to fund the defibrillators. There is a requirement to ring-fence this income within the Parish Council accounts and Mr Stanton offered to review the proposed Community Fund as a way to implement this. Mr Stanton also suggested that in view of rising interest rates, the Council should increase the proportion of its funds in the interest earning account.
 - f. The Council has retired its printer but has not yet replaced it.
 - g. The Bilsdale website flags up as 'unsafe' which could act as a deterrent for potential users

Mr Stanton signed the AGAR Internal Audit Report.

The meeting thanked Mr Stanton for his work on the audit

7. The meeting considered the other parts of the AGAR form:

- a. **Resolved:** That Bilsdale Midcable Parish Council qualifies as an exempt authority. The Chairman duly signed the Certificate of Exemption.
 - b. **Resolved:** That the Council has complied with all the specified requirements. The Chairman and Clerk duly signed the Annual Governance Statement
 - c. The Accounting Statements 2022/23 were signed by the Responsible Financial Officer and presented to the authority. **Resolved:** That the Accounting Statements 2022/23 be approved. The Chairman signed the Annual Accounting Statements.
8. **Resolved:** That the period for public access to the AGAR information should run from Monday 26th June to Tuesday 25th July 2023
9. Councillors reviewed the list of incoming correspondence issued earlier. Matters arising:
- a. Remembrance Day 2023: **Resolved:** To hold the traditional Remembrance Day ceremony in Chop Gate on Saturday 11th November. Clerk instructed to make the necessary arrangements with police etc for road closure, to acquire a wreath from and make a £40 donation to the RBL.
 - b. Defibrillators: The service life of the pads expires in September 2023. Replacement cost for both units is budgeted at up to £200 **Resolved:** Clerk to liaise with Defibrillator Guardian, Mrs Stanton to purchase and install new pads with due regard to the budget.
 - c. YLCA online meeting with Assistant Chief Constable: **Resolved:** Councillors have no questions to raise which would be suitable in this forum. **Resolved:** No Councillors are available to participate in the meeting.
 - d. Fangdale Beck / Low Mill DMMO: Clerk reported that the NYC Rights of Way Officer will shortly visit the site and walk the route with the Senior Ranger from NYMNP. As a Restricted Byway, responsibility for initial remediation and ongoing maintenance does not fall to the landowners and will probably be taken on by the National Park. This topic will be addressed further in the July BMPC meeting.
 - e. Ultrafast broadband: Roll out in Bilsdale is imminent. Raisdale does not appear to be included in the scheme at the moment. Councillors expressed some reservations about the value of the service and the cost of connection to households that are not close to the road. More information is needed. **Resolved:** To discuss this in more detail at July's meeting.

The next meeting will be on Wed 5th July 2023 in Chop Gate Village Hall starting at 7:30 pm

R Chapman
Clerk, Bilsdale Midcable Parish Council