

## Bilsdale Midcable Parish Council

### Minutes of Annual Meeting held 3<sup>rd</sup> June 2020 – remotely via Lifesize

Present: Cllrs M Bowes, J Smith, I Brass, G Silver and D Sporton

In attendance: County Cllr B Griffiths, District Cllr R Kirk, Clerk R Chapman

1. RESOLVED: The addendum to the BMPC Standing Orders to permit remote meetings during the period of pandemic and isolation was approved
2. Apologies for absence received and approved from Cllr I Brass who was unable to join the online meeting due to technical issues beyond his personal control.
3. Declarations of personal interest in agenda items – none declared
4. The minutes of meeting held on 4 March 2020 were agreed as a true and correct record
5. RESOLVED: The closing accounts (bank reconciliation and table of receipts and payments) for financial year 2019/20 were approved
6. Report from the Internal Auditor, Mr R Stanton:
  - a. Satisfied with accounts for 2019/20 and noted improvements year on year
  - b. Satisfied with reasons for precept increase
  - c. Satisfied with move to online banking and improved visibility this gives
  - d. Recommendation to keep deposit account open – Parish Council will discuss this at a subsequent meeting
  - e. The Parish Council appreciates the help and support Bob Stanton has given with the accounts
7. RESOLVED: The Annual Governance and Reporting documents for 2019/20 as follows were approved:
  - a. Certificate of exemption
  - b. Annual Governance Statement
  - c. Annual Accounting Statement
  - d. Explanation of Variances
  - e. RESOLVED: The AGAR will be posted on the website from 1 July 2020 for 6 weeks
8. RESOLVED: The Governance documents as follows were approved:
  - a. Standing Orders (Revised and adopted in 2019, amended by addendum June 2020)
  - b. Financial Regulations (Revised and adopted in 2019, minor editing amendment June 2020)
  - c. Risk Assessment (Updated 2019/2020)  
RESOLVED: Parish Clerk to check the insurance policy and clarify what we are insured for and to what value
  - d. Asset Register (Updated 2020)
9. Finance:
  - a. To note current balances, recent receipts and outstanding payments  
RESOLVED: Parish Clerk to try and claim one outstanding VAT payment

- b. To review the financial forecast to March 2021  
RESOLVED: Donations as outlined in the financial forecast to be approved at the next meeting
- c. Transparency Fund: RESOLVED to discuss the outstanding balance and possible usage of this fund at the next meeting

10. Further action on the following on-going issues was agreed as follows:

- a. YLCA grievance and disciplinary policies:  
RESOLVED: Draft proposal to be re-circulated and included at a later meeting for discussion and agreement
- b. Communication from North Yorkshire County Council re verge cutting allowance:  
RESOLVED: Offer was for the road openings at Seave Green and Fangdale Beck. Parish Clerk to claim the £50 payment
- c. Clerks salary review:  
RESOLVED: Cllr Bowes and Cllr Smith reviewed the Clerks salary and it was increased
- d. Update from Highways following attendance of A Davis at March's meeting:  
RESOLVED: Road closure from Fangdale Beck was not notified to the Parish Council. Cllr Griffiths has raised this with Highways, likely reason is that it is Area 4 not Area 2 that is undertaking this work. Parish Clerk to also contact Highways to understand the lack of communication and clarify the provision for local residents to carry out their normal work and business  
RESOLVED: Cllrs Bowes and Brass to re-inspect Raisdale Road to clarify what is still outstanding then contact Cllr Griffiths to arrange a meeting with a representative from Highways

11. New correspondence received:

- a. North Yorkshire Buy Local campaign:  
RESOLVED: To promote this campaign on the Bilsdale website
- b. Track improvements off Raisdale Road:  
RESOLVED: To investigate what work has been done
- c. Speeding concerns of residents in Chop Gate:  
RESOLVED: Parish Clerk to draft a letter to the police about the speeding on B1257 and through Chop Gate in particular and copy in National Park  
Parish Clerk to request a speed data logger from Hambleton  
Cllr Smith to do a radio interview about the speeding with BBC York

12. The date of the next meeting is provisionally agreed as first Wednesday in August.

R Chapman  
Clerk to Bilsdale Midcable Parish Council