**HUTTON BUSCEL PARISH COUNCIL**

**ANNUAL COUNCIL MEETING HELD**

**13 MAY 2019**

**Present:**

Cllrs Thompson (Chairman), Pendlebury (Vice-Chairman), Edmenson, Waite & Valentine.

Dawn Naylor – Clerk.

**NOTICE OF MEETING – Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972**

**ELECTION OF CHAIRMAN 2019/2020**

Cllr Thompson was proposed and seconded as Chairman. A vote by a show of hands took place and the result was unanimous. It was therefore

**RESOLVED: That Cllr Thompson be elected as Chairman for Hutton Buscel Parish Council for**

**2019/20. 73/19**

**APOLOGIES**

Cllrs Barnett & Hutchinson.

**RESOLVED: That the above apologies be noted. 74/19**

**ELECTION OF VICE–CHAIRMAN 2019/2020**

Cllr Pendlebury was proposed and seconded as Chairman. A vote by a show of hands took place and the result was unanimous. It was therefore

**RESOLVED: That Cllr Pendlebury be elected as Vice-Chairman for Hutton Buscel Parish Council for**

**2019/20. 75/19**

**ELECTION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

To agree which members are to represent the parish council on outside organisations including:

Yorkshire Local Councils’ Association – Cllr Thompson

Community and Police – Cllr Pendlebury

Southern Area Parish Forum (NYMNPA) – Cllr Thompson

**RESOLVED: That the above information be agreed. 76/19**

**SIGNATURES FOR CHEQUES**

To confirm that the signatories will remain as 2 of 5. The clerk will arrange for a new bank mandate form to be brought to a future meeting for all members to sign.

**RESOLVED: That the above information be agreed. 77/19**

**POLICIES**

The following policies were reviewed:

* Insurance – Members agreed that the council is adequately insured.
* Asset Register – still adequate
* Financial Risk Assessment – still adequate
* Financial Regulations – still adequate
* Standing Orders – new standing orders had been received by the clerk and will be brought to a future meeting.

**RESOLVED: That the above information be noted. 78/19**

**ANNUAL RETURN**

The Annual Return for 2017/18 had been circulated to members. The figures and statements were checked and the council was satisfied that the Accounting Statements contained in the Annual Return represents the true financial position of the council and its income and expenditure. The Annual Return was duly signed. The council was satisfied that the Annual Governance Statement questions no’s 1-8 could all be answered “Yes”

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**RESOLVED: That the Annual Governance Statement would be signed. 79/19**

**RESOLVED: That the Accounting Statements would be signed. 80/19**

**RESOLVED: That Mr Latham be agreed as the internal auditor for 2020/2021.**

**FINANCIAL CONTROLS**

**RESOLVED: That the Council is satisfied with the internal financial controls carried out by the Parish Council. 81/19**

Signed: ……………………………………………………………

Dated: …………………………………………………………….

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