

The Meeting of the Parish Council was held on Tuesday 19th April 2022 at 7.45 pm in Cottingham and Middleton Village Hall Annex.

Present: Cllrs Coughlan (Chair), Appleby, Cole, Denton and Thomas and Mrs Medwell (Clerk)

1. To approve apologies for absence:

Cllr Morrell

Police Liaison Representative Del Robertson

2. Declaration of Interests on Items on the Agenda or changes to the Members Register of Interests:

There were no declarations of interests.

There were no changes to the members Registers of Interests.

3. To authorise the Chair to sign the minutes of the last Parish Council Meeting as a correct record.

The minutes of the Meeting of the Parish Council on 15th March 2022 were duly approved and signed by the Chair

Proposed Cllr Cole

Seconded Cllr Coughlan

4. Matter arising from the minutes, not listed on the agenda:

There were no matters arising.

5. Meeting Open to the public:

There were no members of the public present.

The meeting closed to the public.

6. Monthly Crime Report

There was no police report provided this month.

7. Orchard and Open Space:

Cllr Appleby informed the Council that he had been provided with a list of work carried out on the upkeep of the culvert at Glover Court and the obelisk by the contractor. The Council discussed its expectation of works required to adequately maintain the two areas and agreed that the sites should be regularly monitored. Cllr Appleby will draft a maintenance contract detailing its requirements to include schedule of works, notification of when the works would be done and the mechanism for regular feedback (*action SA*).

The Chair thanked Cllr Appleby for all his work with this.

The Clerk advised that a purchase order number had been raised by NNC for the 106 maintenance monies for the culvert and open space but as yet the invoice had not been paid. She will continue to pursue this with NNC (*action JM*).

8. Highways, Signage, Footpaths, Grit Bins, Lighting:

Speeding – Cllr Appleby informed the Council that he had met with NNC Highways Officer Sarah Barnwell on 24th March to discuss what opportunities exist for traffic calming in Middleton. Despite Cllr Appleby offering several suggestions, the Council was very disappointed to note that Ms Barnwell was not able to recommend any further signage or calming measures other than routine speed monitoring. The Council **agreed** that it was not satisfied with the response and to request that NNC Highways put its position in writing (*action SA*).

The Hill – It was noted that a response had not been received from NNC Highways regarding the dates to cut back the overgrown vegetation at the triangle. The Chair will pursue (*action SC*).

9. Safety Review of Parish Assets:

Cllr Cole reported that all assets are in order. One bench from the Orchard had been removed for refurbishing.

The Defibrillator had been checked. New pads and a replacement battery had been ordered.

10. 2022 Queen's Platinum Jubilee Celebrations and Tree Planting:

It was noted that organisation for this event was progressing well with posters up and invitations distributed to all households. Cllr Morrell will be completing the NCALC online form detailing the village events and locations of any plantings of commemorative trees along with any necessary risk assessments (*action LM*). Full details of all events can be found on Facebook- Cottingham and Middleton Queen's Platinum Jubilee.

The Chair informed the Council that the four trees, kindly donated by herself, Cllr Morrell and Diana Sharvill of Cottingham and which included two acers, would be planted in Glover Court next week. The Clerk will make the mowing contractor aware (*action JM*).

It was **agreed** that the event costs of £371, which will be split with Cottingham on two thirds one third basis, will come out of the Council reserves should outside funding not be received.

Proposed Cllr Coughlan Seconded Cllr Thomas

11. Annual Accountability and Governance:

a) Approval of Certificate of Exemption 2021/22

The Council noted that its gross income or expenditure did not exceed £25,000 in the year ending 31st March 2022 and therefore **agreed** to certify itself as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

Proposed Cllr Coughlan Seconded Cllr Cole

The Certificate of Exemption was then duly signed by the Chair and Responsible Financial Officer and will be returned to the External Auditor.

(b) Approval of Approval of Annual Governance Statement 2021/22

The Council considered and **approved** the Annual Governance Statement 2021/22.

Proposed Cllr Thomas Seconded Cllr Cole

This was duly signed by the Chair and Responsible Financial Officer

Approval of Annual Accounting Statement 2021/22

The Clerk had prepared the 2021/22 Financial Accounts in accordance with the Accounts and Audit Regulations 2015 and circulated prior to the meeting.

The Council considered and **approved** the Annual Accounting Statement 2021/22.

Proposed Cllr Thomas Seconded Cllr Denton

This was duly signed by the Chair and Responsible Financial Officer.

The End of Year accounts will now be presented for internal audit (*action JM*).

12. Finance:

a) The following cheques and BACS payments were presented and unanimously **agreed**:

| | | |
|------|---|--------|
| BACS | Clerk – Salary and Expenses April | 358.16 |
| BACS | Cottingham Parish Council – Rechargeable Expenses | 412.47 |
| BACS | Village Hall – March Hire | 12.00 |
| BACS | NNC – May 2021 Election Fee | 38.60 |
| D/D | NEST - Clerk Pension March | 24.08 |

Signed..... Chair Date.....

SUMMARY OF BALANCES

| | |
|---------------------|------------------|
| National Savings | 283.39 |
| Unity Trust Account | 5,874.29 |
| Total: | £6,157.68 |

b) The Council **approved** the bank reconciliation which was then duly signed by the Chair.

13. Correspondence:

There was no further correspondence to discuss

14. Dissemination of Information:

Those residents who don't already and wish to receive information by email, please contact Jane Smith on jane@le.com .

15. Business for next meeting:

Annual Meeting of the Parish Council

There being no further business the meeting closed at 8.56 pm

Minutes to be ratified at the next Parish Council Meeting on Tuesday 10th May 2022.

Signed..... Chair Date.....