

The Annual Meeting of the Parish Council was held on Tuesday 9<sup>th</sup> May 2023 at 6.30 pm in Cottingham and Middleton Village Hall Annex.

Present: Cllrs Coughlan (Chair), Cole, Boucher, Denton and Thomas, Mrs Medwell (Clerk) and PC Brad Wilson.

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### 1. Election of Chair:

The position of Chair was open to all Councillors. Cllr Thomas nominated Cllr Coughlan and was seconded by Cllr Cole. Cllr Coughlan **agreed** to become Chair.

The Chair duly completed and signed the Declaration of Office, witnessed by the Clerk.

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### 2. Election of Vice Chair:

The position of Vice Chair was open to all Councillors. Cllr Coughlan nominated Cllr Cole and was seconded by Cllr Boucher. Cllr Cole **agreed** to become Vice Chair.

The Vice Chair duly completed and signed the Declaration of Office, witnessed by the Clerk.

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### 3. To approve apologies for absence:

Police Liaison Representative Del Robertson

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### 4. 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.

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### 5. 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 11<sup>th</sup> April 2023 were duly approved and signed by the Chair.

Proposed Cllr Cole      Seconded Cllr Boucher

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

There were no matters arising not covered elsewhere on the agenda.

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### 7. Meeting Open to the public:

There were no members of the public present.

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### 8. Monthly Crime Report:

PC Brad Wilson provided the following report for April:

#### **CRIMES – TWO**

ASSAULT (23000228433): MINOR INJURY – DOMESTIC (SUSPECT KNOWN & ARRESTED, ENQUIRIES ONGOING) \***LINKED**\*

CRIMINAL DAMAGE (23000228502): CAR WINDSCREEN DAMAGED (SUSPECT KNOWN & ARRESTED, ENQUIRIES ONGOING) \***LINKED**\*

#### **ANTI-SOCIAL BEHAVIOUR INCIDENTS – NONE**

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### 9. Orchard and Open Space:

There was nothing to report under this item.

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#### 10. Highways, Signage, Footpaths, Grit Bins, Lighting:

There was nothing to report under this item.

The Chair encouraged residents and members of the Council and residents to report any pot holes or road related issues via Fix My Street.

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#### 11. Safety Review of Parish Assets:

It was noted that all assets, apart from the flaking varnish on one of the orchard benches, were all in order. This bench is awaiting refurbishment. The Defibrillator had been checked and is in order.

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#### 12. Annual Accountability and Governance:

##### **(i) Approval of Certificate of Exemption 2022/23**

The Council noted that its gross income or expenditure did not exceed £25,000 in the year ending 31<sup>st</sup> March 2023 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 Boucher

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

##### **(ii) Internal Audit 2022/23**

The accounts had been presented for internal audit and were found to be in good order with no issues raised.

##### **(iii) Approval of Approval of Annual Governance Statement 2022/23**

The Council considered and **approved** the Annual Governance Statement 2022/23.

Proposed Cllr Coughlan      Seconded Cllr Boucher

This was duly signed by the Chair and Responsible Financial Officer

##### **Approval of Annual Accounting Statement 2022/23**

The Clerk had prepared the 2022/23 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 2022/23

Proposed Cllr Coughlan      Seconded Cllr Cole

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

##### **(iv) Review of Asset Register and approve Insurance Policy**

The Council approved the Asset Register. It also considered the Insurance Policy Schedule renewal and **agreed** this met its current requirements.

Proposed Cllr Cole      Seconded Cllr Thomas      All in favour.

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#### 13. Planning:

##### **Update on Ashley Road Appeals**

The Council was extremely disappointed to note that the two Oakley Park appeals had been allowed by the Planning Inspectorate. There is no further information on dates for the Peasdale Hill appeal at present. The Council will continue to lobby Tom Pursglove MP and NNC regarding its defence of the appeal.

Signed..... Chair

Date.....

## Response to NNC Gypsy and Traveller Local Plan Consultation

The Chair had drafted the Council's response to this consultation and circulated to all Councillors prior to the meeting. This was approved and will now be submitted (*action SC*).

Proposed Cllr Boucher      Seconded Cllr Denton      All in favour

The Chair was thanked for her work on this. All Councillors and residents were urged to submit their own individual responses. The Chair will be attending the upcoming NNC meeting on the future management of Gypsy and Traveller sites.

### 14. Finance:

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

BACS	Zurich – Insurance	£167.44
BACS	NCALC – Training	£57.60
BACS	WPC – Contribution to Bus Service	£360.00
BACS	I Arnott – internal Audit	£150.00
BACS	Besthost – Domain Renewal	£98.00
300025	S Morphy – Grass Cutting	£225.00

#### SUMMARY OF BALANCES

National Savings	£283.39
Unity Trust Account	15,014.33
<b>Total:</b>	<b>£15,297.72</b>

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

### 15. Correspondence:

The Council referred to correspondence from NNC regarding monies available for Electric Charging Points, particularly on-street charging for those without a drive way. The Council considered options for the village and **agreed** that there were no suitable locations at the present time.

### 16. Exchange of Information:

There was no further exchange of information.

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

### 17. Business for next meeting:

There being no further business the meeting closed at 7.18 pm.

Minutes to be ratified at the next Parish Council Meeting on Tuesday 13<sup>th</sup> June 2023.

Signed..... Chair      Date.....