

EAST COWTON PARISH COUNCIL

Councillors are hereby summoned and Members of the Public invited to attend
the Annual and Ordinary meetings of the Parish Council
on Monday 13th May 2024 at 7.30pm
in East Cowton Village Hall

ANNUAL MEETING AGENDA ITEMS:

1. a) Election of Chairman for the forthcoming year
- b) The Chairman to sign the acceptance of office form

2. Election of Vice Chairman

3. Disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

(The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.

A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter)

4. To appoint the Clerk as Responsible Financial Officer for 2024/25

5. Appointment of Internal Auditor

6. Appointment of Yorkshire Local Councils Associations' representatives

7. To allocate special responsibilities to Councillors for 2024/25 from the following list (Councillors may decide that not all are required):

- *Finance to liaise with RFO as required including internal controls, payroll, grants and funding*
- *Police Liaison/Crime Prevention including Community Speedwatch*
- *Footpaths, Highways, Ditches and Verges including their planters, benches and litter and grit bins*
- *Public spaces i.e. Parish Garden and Millennium Wood including their play equipment, trees, benches and planters (separate councillors for each space may be appropriate)*
- *Environmental including Litter and dog fouling, Planning lead, Flood Warden, Emergency contact officer.*
- *Bus shelters*
- *Sustainability and well-being including defibrillator, surveys regarding local services and village liaison*
- *Computing equipment, back-ups and website*

• *Publicity including submission of items for Parish Magazine and for Facebook circulation*

8. To agree the banking arrangements for the year and any change in nominated signatories.

9. Annual Governance and Accountability Return 2023-24

To receive a report from the Clerk, to consider the proposed dates for the exercise of public rights and to fix the next meeting for approval of the return accordingly

10. Agreement as to the pattern for dates for meetings for the next 12 months

11. To note the Asset and Risk Registers and agree the level of fidelity guarantee and insurance cover for the next 12 months and determine the procedure for risk assessments and inspections for the future

12. To be advised of the position regarding any entries on the Freedom of Information and Data Protection Requests Registers

13. Review of any Policies and Procedures

14. Review of the Payment of Subscriptions and Other Dues

ORDINARY MEETING AGENDA ITEMS (Not to be taken before 8.15pm):

15. Apologies for absence

16. A reminder regarding disclosure of personal and prejudicial interests from Councillors on matters to be considered at the meeting as Item 4 above.

17. Minutes of the meetings of the Council held on 8th April 2024 (circulated to councillors)

To determine whether the Minutes are an accurate record.

18. Chair's formal announcements on any matters not the subject of discussion or debate

19. Police Community Report

Councillors to note report

20. Financial Accounts

To authorise/draw cheques including for clerk's salary, grass-cutting – see supporting information

21. Asset Inspections

- a) TC to provide update on the state of the dog litter bins and identify any that need replacing
- b) All councillors to ensure asset inspections are submitted to the Clerk by 27th May 2024

22. Planning applications

- a) *Councillors to consider planning application ZB24/00599/FUL Barn conversion to create additional living accommodation/granny annexe for use of main house. New*

glazed link building. External alterations to existing farmhouse to install new windows, doors and roof windows at Station Farm, East Cowton

- b) *Verbal update to be given on planning application ZB24/00351/OUT Outline Planning Application with some matters reserved (Considering Access, Appearance, Layout and Scale) for Conversion of an existing garage to create a 2 bedroom apartment. this includes a modest extension*
- c) *Verbal update to be given on proposal for a 28MW solar farm on land at Frigidale Mill, Northallerton, DL6 2NE ("East Cowton Solar Farm")*

23. Public participation

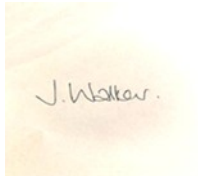
24. Any other business (urgent or not requiring debate or decision)

Primarily to inform the Clerk of matters to be included on the next agenda

25. Date and time of the next meeting

Monday 10th June is proposed

Signed

A rectangular area containing a handwritten signature in dark ink that reads "J. Walker". The background is a light, textured surface, possibly a piece of paper or a scan of a document.

J Walker
Clerk to East Cowton Parish Council

8th May 2024

At the Chair's discretion and to reflect the level of public response, the running order of agenda items can be altered

SEE OVER FOR SUPPLEMENTARY INFORMATION

Supporting Information

5 Police Report

Crime Statistics for period 01/04/2024 to 30/04/2024

All reported Crimes – None

A verbal report will be given by Cllr Shields

6 Finance

a) List of Payments to be Noted/Authorised

Invoice Date	Description	£	Authority
11/05/2024	Clerk's wages - May	156.72	Local Government Act 1972, s112(2)
29/04/2024	CE & CM Walker Grass Cutting	290.40	Local Government Act 1972, s112(2)

* denotes items authorised by RFO for payment prior to meeting to meet contractual payment date.

b) Accounting Statements

Accounting Statement for the Period 1st April 2023 to 31st March 2024

	Community Account	Premium Account
Balances @ 31/03/2024	£ 7,145.15	£ 7,785.27
<u>add</u>		
Income		
Interest on Premium Account		£ 114.94
Parish Precept - Instalment 1	£ 3,628.00	
Parish Precept - Instalment 2	£ 3,628.00	
Other Income **	£ 2,386.50	
VAT reclaim	£ 9,642.50	
	£ 16,787.65	£ 7,900.21
<u>less</u>		
Transferred to Premium Account		£ 1,906.00
Transferred to Community Account	-£ 1,906.00	
	£ 14,881.65	£ 9,806.21
<u>less</u>		
Actual Expenditure		
1. Gross Wages/Tax	£ 1,090.26	
2. Contractors	£ 1,814.00	
3. Services	£ 190.00	
4. Sundries		
5. Insurance	£ 378.00	
6. Repairs/Maintenance	£ 415.49	
7. Rental	£ 104.75	
8. Subscriptions/Training	£ 330.00	
9. Asset Purchases	£ 3,181.98	
10. Fees	£ 35.00	

	£ 7,539.48
	£ 7,342.17

Accrued Expenditure

1. Gross Wages	£ -	
2. Contractors	£ -	
3. Services	£ -	
4. Sundries	£ -	
5. Insurance	£ -	
6. Repairs/Maintenance	£ -	
7. Rental	£ -	
8. Subscriptions/Training	£ -	
9. Asset Purchases	£ -	£ -
		£ 7,342.17