

BOLTON PERCY, COLTON & STEETON PARISH COUNCIL

www.boltonpercy-colton-steeton-pc.org.uk

Clerk to the Council: Mrs Alison Dawson, Station Road, Bolton Percy

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MINUTES FOR PARISH COUNCIL ANNUAL MEETING HELD ON

Tuesday 2nd May 2023 IN THE OLD SCHOOL, BOLTON PERCY AT 7.30pm

PRESENT: Councillors. Stewart Steele (chairperson), David Robinson (vice chair); Kevin Robertson; Mike Nicholls; Andrew Tucker

PUBLIC: None

1. TO RECEIVE APOLOGIES FOR ABSENCE: None

2. MINUTES OF LAST ANNUAL MEETING 10/5/2022

Having been previously circulated to all councillors, were signed as correct by Cllr. Steele, proposed by Cllr. Robinson, seconded by Cllr. Tucker.

3. TO RECEIVE DECLARATIONS OF INTEREST: None

4. ELECTION OF OFFICERS:

Cllr Steele agreed to stand as Chairperson for a further year. Proposed by Cllr. Robinson. Seconded Cllr. Tucker. Cllr Robinson agreed to stand as Vice Chair for a further year. Proposed by Cllr. Steele. Seconded Cllr Tucker.

Acceptance of Office: Declaration of Acceptance of Office and Register of Member Interest forms were completed by all councillors.

5. TO CONSIDER THE CHAIRPERSONS REPORT

The last 12 months have seen a number of changes with the Parish Council, not least the retirement of our long serving Clerk, Joyce Collier in September.

We were pleased to welcome our new Clerk, Alison Dawson in February and I'm sure she is going to be a great help to the community and PC. She has been taking part in Clerks training courses and I know all councillors will give her any help required.

In June we welcomed Kevin Robertson back as the other Councillor for Colton (after a short break) and we must thank him for continuing to maintain the PC website.

We are still short of one councillor for Steeton and would welcome any volunteers.

Thanks to Councillor Mike Nicholls for his work regarding flood prevention with North Yorkshire Council and Yorkshire Water.

The Bolton Percy village pump only had to operate for one or two spells in the last year and hopefully an additional pump is to be provided by North Yorkshire.

The new Sewerage Pumping Station at Colton has been completed and Yorkshire Water are apparently going to continue upgrading the entire system.

Thanks also to Councillor Andrew Tucker for his response to the Selby Plan and other planning matters and of course our Vice Chairman, Dave Robinson for all his continued help.

We are also indebted to Stewart Rogerson who has continued to represent the PC regarding the operations at Leeds East Airport.

Selby District Council was absorbed in to the new North Yorkshire Council on 1st April and this will be a major change in local government operations but hopefully not too difficult a change.

We must thank our former District Councillors for all their help in the past.

Thanks to Nun Appleton Estates and all residents for maintaining the villages in a clean and tidy condition.

6. TO RECEIVE THE FINANCIAL REPORT FROM THE CLERK/RESPONSIBLE FINANCIAL OFFICER

The clerk reported the following: -

- I. Income £7921
- II. Expenditure £6582
Resulting in a small surplus of £1338.50
- III. Balance: £23,780.80 an increase from 2022/23. A vacancy of several months for the clerk's post and no requirement to re-stock on fuel, have contributed to this.

Capital expenditure had increased from the previous year and included some fence repairs around the pump, and purchase of assets for the parish in the form of a PA system.

December 2022: resolution to increase the 2023/24 Precept by 10% to £6900, to cover inflation.

A new clerk to the council was appointed 7/2/2023.

The Parish Council would like to thank residents from Pump Alley/Vine Cottages who have kindly contributed to the Pump Account to facilitate beck clearance.

IV. Parish Council Assets Register to consider and approve as correct

Additional assets 2022/2023: PA system for Queen's Platinum Jubilee Event, including microphones, covers and additional battery: £956.97. This is available for any of the villages to use.

Defibrillator Battery £329.46

Total Assets: £36471.43

7. ACCOUNTING STATEMENT – to consider and approve

- I. Bank reconciliation for the final quarter 2022/2023
The bank reconciliation and cash book for the year had been circulated to councilors prior to the meeting and were available at the meeting.
It was resolved to agree the above reconciliation as accurate.
- II. The Accounting Statements
It was resolved to approve the Accounting Statements which had been signed by the Clerk/RFO and the statement was duly signed by the Chairman during the meeting.

8. THE ANNUAL GOVERNANCE STATEMENT 2022/2023

The Clerk/RFO outlined the procedures in place to satisfy the 9 points of the Statement. The Form 2, Annual Governance and Accountability Return (AGAR), including the Certificate of Exemption and Annual Internal Audit Report, were presented to the meeting.

It was resolved to approve the Statement, which was duly signed by the Chairman and Clerk/ Registered Financial Officer.

The Parish Council would like to extend thanks to Mr James Davis (Jim) for agreeing to audit the 2022/23 accounts. His support to the council is greatly appreciated.

The Clerk will submit the Annual Governance Statement to the external auditors, PKF Littlejohn LLP. The public notice and accounts will be displayed on the Parish Council website in the period 5 June 2023 until 14 July 2023 inclusive.

9. TO REVIEW AND DISCUSS THE ANNUAL RISK ASSESSMENT – FLOODING

There is a duty on the parish council to update the Risk Assessment relating to flooding annually. Following discussion, it was noted that Cllr Nicholls will update and present the report to the June meeting. There is no further amendment at this stage.
The Annual Meeting finished at 8:12pm