

FOSTON & THORNTON-LE-CLAY PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL ON WEDNESDAY 01 MAY 2024 AT 7.15PM

Councillors Present: Stephen Collier Evelyn Conlon
Bryan Pillow Paul Readey
Christine Walker

In Attendance: Fiona Hill - Parish Clerk

Public Present: 0

- APCM24/1 - To elect Chairman for 2024-2025:**
Cllr Walker, Resolved - Approved/Unanimous
- APCM24/2 - To receive the Chairman's declaration of acceptance of office:**
Signed by Cllr Walker and the Parish Clerk and placed on file
- APCM24/3 - To elect Vice-Chairman for 2024-2025:**
This was deferred to the next meeting.
- APCM24/4**
a) To receive apologies for absence given in advance of the meeting:
Cllrs Calum Balding and Simon Burton
b) To consider the approval of reasons given for absence:
Not Approved
- APCM24/5 - To discuss the Code of Councillor Registration and Disclosure of Interests:**
(Localism Act 2011)
The Parish Council is responsible for ensuring the ROIs are on the NYC website, but it is the Cllrs responsibility to ensure the information on the register is up to date.
- APCM24/6 - To discuss insurance arrangements for 2024-2025**
Zurich, Premium £257.60, Resolved - Approved/Unanimous
- APCM24/7 - To review Training/Professional Development**
The Parish Council would look into training courses available.
- APCM24/8 - To discuss adoption of General Power of Competition**
The Parish Council fulfilled all criteria, so could re-adopt the GPC,
Resolved - Approved/Unanimous
- APCM24/9 - To conduct policies review:**
The Parish Council had reviewed policies and information is now on the checklist
Provided by YLCA.
Resolved / The Parish Council adopted the Financial Regulations 2024, the
Recording at Meeting Policy and the Co-option Eligibility Check (Unanimous)

Approved Chairman

Date.....

- APCM24/10 - Yorkshire Local Councils Association**
Membership for 2024-2025 £139.00, Resolved - Approved/Unanimous
- APCM24/11 – To approve direct debits and standing orders for 2024-2025**
Resolved - The Clerks salary should be updated from £115.00 to £142.89 per month, ICO subscription is £35.00 per annum, Agreed/Unanimous
- APCM24/12 To approve financial documentation for 2023-24**
- a) Certificate of Exemption on page 3 of the Annual Government and Accountability Return
 - b) Annual Internal Audit Report on page 4 of the Annual Governance and Accountability Return
 - c) Section 1 - Annual Governance Statement on page 5 of the Annual Governance and Accountability Return
 - d) Section 2 - Accounting Statements on page 6 of the Annual Governance and Accountability Return
 - e) the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities
- Certificate of Exemption,
 - Annual Internal Audit Report,
 - Section 1 – Annual Governance Statement,
 - Section 2 – Accounting Statements,
 - Analysis of variances
 - Bank Reconciliation
 - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.
- Due to the delay in appointing an internal auditor, following the YLCA withdrawing the internal audit service, this item needs to be deferred until the June meeting.

Approved Chairman

Date.....