

## **CHAPELALLERTON PARISH COUNCIL**

Minutes of the Annual Meeting of the Parish Council meeting held in the Old School Room, Stone Allerton on Monday 23rd May 2022 at 7.30 p.m.

Present: Cllrs F. Torrens-Spence, M. Wallach, R. Williams, V. Wathen,  
J. Blakemore  
County Councillor B. Filmer, Guest and the Clerk J. Augustus

- 44.5.22 To Elect a chairman for the municipal year 2022/23  
Cllr. F. Torrens-Spence proposed Cllr. J. Blakemore as Chairman and was seconded by Cllr. R. Williams. Carried unanimously
- 45.5.22 To receive the Chairman's Statutory Declaration of Acceptance of Office.  
Cllr. J. Blakemore sign her declaration and was witnessed by the Clerk.
- 46.5.22 Declaration of acceptance of office by Members.  
All Members signed their declaration of office and was witnessed by the Clerk.
- 47.5.22 To Elect a Vice-Chairman for the municipal year 2022/23  
Cllr. J. Blakemore proposed Cllr. M. Wallach and was seconded by Cllr. R. Williams. Carried unanimously
- 48.5.22 To receive the Vice-Chairman's Statutory Declaration of Acceptance of Office.  
Cllr. M. Wallach signed her declaration and was witnessed by the Clerk.
- 49.5.22 To receive and accept apologies – None
- 50.5.22 Declarations of Interest – None
- 51.5.22 To agree the minutes from the Annual Parish Council Meeting held on Tuesday the 4<sup>th</sup> of May 2021 via Zoom. Agreed unanimously  
To agree the minutes of the Parish Council meeting held on Monday the 4<sup>th</sup> of April 2022. Agreed unanimously
- 52.5.22 To elect representatives for the municipal year 2022-23 for the following areas:
- Windmill Trust Representative – Cllr. V. Wathen
  - Appointment of Planning Committee – Cllrs. F. Torrens-Spence, Cllr. J. Blakemore, and Cllr. M. Wallach
  - Election of a Footpaths Officer – Mr P. Duggan-Rees
  - Election of Councillor for Environmental issues – Cllr. F. Torrens-Spence

53.5.22 To resolve that the parish council is eligible to use the General Power of Competence under the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 in that it has been at least two thirds elected and has a qualified clerk – Agreed unanimously

54.5.22 To review the following documentation and policies of the Council

- To review and adopt Standing Orders as circulated by the clerk
- To review and adopt The Statement of Control
- To review and adopt Councillors Code of Conduct
- To review the asset register and insurance schedule
- To review the Council's Complaints Procedure

The above policies were agreed unanimously except the Insurance Schedule. Cllr. M. Wallach said that she would speak with Hiscox and sort out a few anomalies.

55.5.22 To confirm that summons, notices and other such documentation to be sent to Councillors via email – Agreed unanimously

56.5.22 To confirm the time and place of the next Full Council Meeting  
It was agreed that the next Full Council Meeting would be held on Monday the 13<sup>th</sup> of June 2022

57.5.22 To discuss or approve financial matters

1. To appoint Richard Young as the council's internal auditor for financial year ending 31<sup>st</sup> March 2023.
2. To review and amend if appropriate, the council's bank signatories
3. To agree the Annual Governance Statement for 2021/22
4. To agree the Accounting Statement for 2021/22
5. To agree the Certificate of Exemption

It was agreed that Cllr. J. Blakemore be added to the Bank Mandate as a full signatory on the Council's Bank Account. All other Financial matters were agreed unanimously.

58.5.22 To raise matters for future agenda items (no decisions can be made on these at this meeting) – for discussion/decision at the June 2022 meeting NB – these must be new items, not ones already discussed and agreed by the council in the preceding six months.  
Article 4 – Conservation Area – Resolution to continue

The meeting was closed at 8.30 p.m.

Signed:

Date: