

## MENWITH with DARLEY PARISH COUNCIL

### Minutes of the Annual Meeting of the Council held on Monday 24 May 2010 in Darley Memorial Hall, Sheepcote Lane, Darley, at 7.00p.m.

#### 1. Election of Chairman and Vice Chairman

Councillor Jo Austin was nominated as Chairman of the Council for 2010/11 and elected unanimously.  
*Proposed J Anderson, seconded D Hullah*  
Councillor David Dickinson was nominated as Vice Chairman for 2010/11 and elected unanimously.  
*Proposed P Flynn, seconded J Austin*  
*(Clerk to check that he wishes to accept nomination)*

#### 2. Declarations of Acceptance and Registration of Interests

Cllr Austin signed the Declaration of Acceptance of Office of Chairman

#### 3. Present: Cllrs J Austin (Chairperson), Cllrs J Anderson, P Flynn, K Hardcastle, D Hullah, G Middleton, Borough Cllr L Ellington, County Cllr J Fort, Mrs S Welch (Clerk)

#### 4. Apologies: None

#### 5. Minutes of Annual Meeting held on Monday 18 May 2009:

The Chairman signed the Minutes as a true record.

#### 6. Election of Representatives to other bodies

United Charities – Trustees to remain as	J Anderson, K Hardcastle, D Hullah
Yorkshire Local Councils Association	J Anderson, D Hullah
Darley in Bloom	S Welch
Darley Playing Fields Association	P Flynn
Darley Memorial Hall	K Hardcastle
Safer Neighbourhoods Group	P Flynn
Nidderdale AONB	D Dickinson (is elected rep for Parish Councils)
Focus on Darley	G Middleton
Nidderdale Plus	G Middleton

After discussion the Council agreed that no further representatives be appointed to other bodies.

#### 7. Finance & Legal Requirements

##### a. *Presentation of unaudited Report from 2009/10*

The Clerk/Responsible Financial Officer presented the Income and Expenditure Account and Balance Sheet. A surplus of £1636 was largely because of some reduced expenditure on grass cutting and a reduction in parish caretaker work due to the bad winter, together with careful management of the finances. The surplus would increase the amount in the reserve fund.

##### b. *Timetable for Annual Return*

It was agreed that the audited accounts would be approved and the Annual Return completed at the meeting on 28 June and the publication of accounts would follow the standard timetable, with precise dates advertised soon after 14 June. It was agreed to discuss full publication of the accounts at a later meeting.

##### c. *Review of Internal Control and Audit*

The Council reviewed the current system and agreed that it was satisfactory

##### d. *Review of Risk Assessment Strategy, Standing Orders and Financial Regulations*

The Council reviewed the Risk Assessment Strategy and agreed it was satisfactory apart from identifying a potential risk regarding loss of web-site facilities. After discussion it was agreed that this be reviewed fully at the next meeting, when full information was available. Standing Orders and Financial Regulations to be reviewed at the next meeting

##### e. *Insurance Cover*

The Council agreed that the renewal quote from Came and Co be accepted, and that a long term agreement for 3 years be signed, giving a discount of approx £35 per year.

#### 8. Schedule of Meetings 2009/10

Agreed as follows (subject to change due to unforeseen circumstances):

28 June, 26 July, 27 September, 25 October, 29 November, 31 January 2011, 28 February,  
28 March, 25 April, 23 May

#### 9. Date of next Annual Meeting

May 2011. Expected to be 23 May 2011

There being no further business, the meeting closed at 7.40p.m.

*These Minutes are published subject to their approval by the next Annual Meeting of the Council.*