

HAMPSTHWAITE PARISH COUNCIL



You are invited to attend the ordinary meeting of Hampsthwaite Parish Council to be held on **Monday 27th July 2020 commencing at 6.00pm via remote link using Zoom.**

The meeting will be held via Zoom. If you would like to join the meeting, please email the Parish Clerk before 5pm on Sunday 26th July 2020. (clerk@hampsthwaite-pc.org.uk)

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation. This will take place at the start of the meeting when 15 minutes will be set aside for members of the public to address the committee on matters relevant to the meeting within the following rules:

- (a) Members of the public wishing to speak are to have given prior notice to the Parish Clerk
- (b) Any member of the public invited to speak will be permitted to speak for no more than 5 minutes
- (c) In the event of more than 3 members of the public wishing to address the committee then priority will be determined by subject matter

Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to compliance with the Council's protocol on audio/visual recording and photography at meetings.

The business to be transacted at this meeting is shown below.

Rebecca Crabtree

**Parish Clerk
22/07/2020**

AGENDA

2021/006 Introduction from the Chairman

2021/007 Public participation

2021/008 To receive apologies and approve reasons for absence

2021/009 Declarations of interest

- a) To receive any declarations of interest not already declared under council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications of dispensation

2021/010 To confirm the minutes of the meeting held on Wednesday 6th May 2020 as a true and correct record

2021/011 To note the Clerks Report

2021/012 Financial matters

- a) To approve the bank reconciliation and budget comparison for July 2020
- b) To approve the bank reconciliation and budget comparison for 2019/2020
- c) To approve the Asset Register
- d) To certify Hampsthwaite Parish Council as exempt from external audit for fiscal year 2019/2020

Email: clerk@hampsthwaite-pc.org.uk

- e) To note the Annual Internal Audit Report for 2019/2020 included at page 4 of the Annual Governance and Accountability Return 2019/2020
- f) To note the Internal Audit Review for 2019/2020
- g) To approve Section 1 - Annual Governance Statement 2019/2020 for Hampsthwaite Parish Council on page 5 of the Annual Governance and Accountability Return 2019/20
- h) To approve Section 2 - Accounting Statements 2019/20 for Hampsthwaite Parish Council on page 6 of the Annual Governance and Accountability Return 2019/2020
- i) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities. This includes:
 - Certificate of Exemption
 - Annual Internal Audit Report 2019/20
 - Section 1 – Annual Governance Statement 2019/20
 - Section 2 – Accounting Statements 2019/20
 - Analysis of variances
 - Bank Reconciliation to 31 March 2020
 - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

2021/013 Matters requested by councillors

- a) To note the resignation of Cllr Mounsey and agree any action (HB)
- b) To consider and agree any necessary action regarding the Feast Cabins and Feast Field (HB)
- c) To consider and agree necessary action regarding Community Payback (GH)
- d) To receive an update on the waste bin situated at the play area and agree any necessary action (HB)
- e) To consider and agree any action regarding the land next to the Church yard (HB)
- f) To consider the memorial benches in the village and agree any action (GH)

2021/014 Councillor Activities

- a) To note reports from outside bodies, councillor activities and training and decide action where necessary

2021/015 To consider the following new correspondence received and decide action where necessary

- a) To consider and agree contributing towards planting in the village
- b) To note the update regarding Brookfield Rise and Brookfield Amenity Space
- c) To note the approval of Harrogate District Community Infrastructure Levy (CIL) Charging Schedule

2021/016 To consider ongoing/current Highway issues and decide action where necessary

- a) Public Path Diversion Order at Barton House

2021/017 To note matters for information and items for inclusion on the agenda of the next meeting

2021/018 To confirm the date, time and venue for next ordinary meeting of Hampsthwaite Parish Council