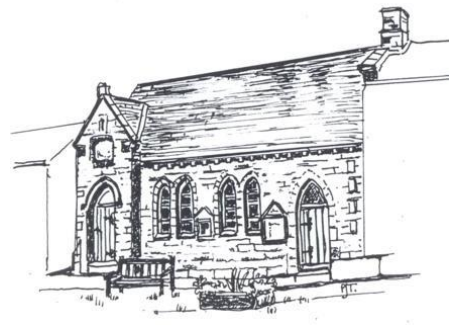


# HAMPSTHWAITE PARISH COUNCIL



## Minutes of the Annual Meeting of HAMPSTHWAITE PARISH COUNCIL on 5<sup>th</sup> May 2021 which was held remotely via a Zoom meeting.

Commenced: 6.00pm

Concluded: 6.30pm

**Present:** Cllr Fairfoot (Chairman)

Cllr Brown

Cllr Howard

Cllr Jennings

Clerk: R. Crabtree

**2122/001 To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**

**Resolved** that Cllr Fairfoot is elected as Chairman for the interim and the Declaration of Acceptance is to be signed after the meeting.

**2122/002 To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.**

**Resolved** to defer this item.

**2122/003 Introduction from the Chairman**

Cllr Fairfoot welcomed all to the meeting.

**2122/004 Public Participation**

No public present.

**2122/005 To receive any apologies and approve reasons for absence**

All councillors were present.

**2122/006 Declaration of Interests**

**a) To receive any declarations of interest not already declared under council's code of conduct or members Register of Disclosable Pecuniary Interests**

None declared.

**b) To receive, consider and decide upon any applications of dispensation**

None received.

**2122/007 To confirm the minutes of the full council meeting held on Wednesday 28<sup>th</sup> April 2021 as a true and accurate record.**

**Resolved** to approve the minutes of the meeting held on 28<sup>th</sup> April 2021 as a true and accurate record.

**2122/008 Financial matters:**

**a) To approve the schedule of payments**

**Resolved** to approve the schedule of payments

**b) To note that the Parish has received the Precept for 2021/2022**

Noted.

**c) To approve the bank reconciliation and budget reconciliation for the year ended 31<sup>st</sup> March 2021**

**Resolved** to approve the bank reconciliation and budget reconciliation for the year ended 31<sup>st</sup> March 2021

**d) To approve the Asset Register**

**Resolved** to approve the Asset Register

**e) To certify Hampsthwaite Parish Council as exempt from external audit for fiscal year 2020/2021**

**Resolved** that Hampsthwaite Parish Council is exempt from external audit for the year 2020/2021 as its annual turn-over does not exceed £25,000

**f) To note the Annual Internal Audit Report for 2020/2021 included at page 4 of the Annual Governance and Accountability Return 2020/2021**

**Resolved** that Annual Internal Audit Report for 2020/2021 included at page 4 of the Annual Governance and Accountability Return 2020/2021 be noted.

**g) To approve Section 1 - Annual Governance Statement 2020/2021 for Hampsthwaite Parish Council on page 5 of the Annual Governance and Accountability Return 2020/2021**

**Resolved** that Hampsthwaite Parish Council approve Section 1 Annual Governance Statement 2020/2021 for Hampsthwaite Parish Council on page 5 of the Annual Governance and Accountability Return.

**h) To approve Section 2 - Accounting Statements 2020/2021 for Hampsthwaite Parish Council on page 6 of the Annual Governance and Accountability Return 2020/2021**

**Resolved** that Hampsthwaite Parish Council approve Section 2 Section 2 - Accounting Statements 2020/2021 for Hampsthwaite Parish Council on page 6 of the Annual Governance and Accountability Return.

**i) To approve 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. This includes:**

- **Certificate of Exemption**
- **Annual Internal Audit Report 2020/2021**
- **Section 1 – Annual Governance Statement 2020/2021**
- **Section 2 – Accounting Statements 2020/2021**
- **Analysis of variances**
- **Bank Reconciliation to 31 March 2021**
- **Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.**

**Resolved** that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, and the Transparency Code for Smaller Authorities, Hampsthwaite Parish Council will publish the documents on a Council website.

**2122/009 To confirm the date of the next meeting**

**Resolved** that the schedule of delegation will commence after the meeting and the next meeting date will be scheduled no earlier than 21<sup>st</sup> June 2021 once restrictions allow.