Garthorpe and Coston Parish Council

Draft minutes of the Ordinary Parish Council meeting of Garthorpe and Coston Parish Council held at St Andrew's Parish Church, Coston on Tuesday 7th May 2024 at 7.00pm.

Present Cllr Graham, Cllr Mc Grath and Cllr J Wallace.

Also present the Clerk, Anne Daly.

The Chairman welcomed all to the meeting and opened it at 7.05.

AGENDA

1. **To elect a Chairman for 24/25.**
   It was RESOLVED to elect Councillor Graham as Chairman.

2. **Apologies - to receive and approve reasons for absence.**
   Everyone was present.

3. **To receive declarations of interest and any applications for dispensation under the Localism Act 2011.**
   There were none.

4. **To receive and approve for signature the Minutes of the Parish Council meeting held on 18th March 2024.**
   It was RESOLVED to approve the minutes of the meeting held on 18th March.

5. **To receive a report from Borough, County and Parish Councilors.**
   There were none present.

6. **To ratify the level of insurance cover and to agree to the renewal of the Insurance with Clear at a cost of £246.80.**
   It was RESOLVED to ratify the level of insurance cover and agree to the renewal with Clear at a cost of £246.80.

7. **To resolve to defer the review of the following documents specified in Standing Orders for review at the annual parish council meeting to a later meeting:**
   a. **Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.**
   b. **Review of inventory of land and other assets including buildings and office equipment.**
   c. **Review of the Council's and/or staff subscriptions to other bodies.**
   d. **Review of the Council's complaints procedure.**
   e. **Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (see also standing orders 11, 20 and 21);**
   f. **Review of the Council's policy for dealing with the press/media.**
   g. **Review of the Council's employment policies and procedures.**

   It was RESOLVED to defer the review of the above documents to a future meeting.

8. **Finance**
   a) **To receive the Internal Auditors report and consider any actions resulting from it. (Appendix 1).**
   It was RESOLVED to note the report and to look at policies at the next meeting.
   b) **To review and agree the Certificate of Exemption – for Annual Governance and Accounting Return. (Appendix 2).**
   It was RESOLVED to agree and approve the Certificate of Exemption.
   c) **To consider and approve the bank reconciliation and explanation of variances. (Appendix 3).**
   It was RESOLVED to approve the bank reconciliation and explanation of variances.
   d) **To consider and approve the Annual Governance statement for 2023-24. (Appendix 4).**
   It was RESOLVED to approve the Annual Governance Statement for 2023-24.
   e) **To consider and approve the Annual Accounting statement for 2023-24.(Appendix 5)**
   It was RESOLVED to approve the Annual Accounting Statement for 2023-24.
   f) **To appoint a Councillor other than the Chairman to verify bank reconciliations in accordance with financial regulations.**
   It was RESOLVED to appoint Cllr McGrath to verify the bank reconciliations.

g) **To note the budget monitoring statement to 31st March 2024 and to resolve for it to be verified to the bank account.**
   It was RESOLVED to note the budget monitoring statement to 31st March 2024.
h) **To agree the accounts for payment. (Appendix 6)**
   It was RESOLVED to approve the following accounts for payment
   Anne Daly – Quarterly Salary - £300.
   HMRC – tax on above - £75

9. To discuss the proposal for an anaerobic digestor at Sewstern
It was RESOLVED to defer to a future meeting.

10. To receive an update on the Speed Indicator Device and the defib.
Both were progressing.

11. AOB
There was none.

12. To confirm date of next meeting(s).
The future meetings were as follows
Tuesday 8th October 2024
Tuesday 14th January 2025
Tuesday 1st April 2025
Tuesday 20th May 2025

The Chairman thanked everyone for attending and closed the meeting at 7.44pm.

CLOSE