

THIRKLEBY HIGH & LOW WITH OSGODBY PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON

THURSDAY 12th MAY 2021 AT 2.45PM, GREAT THIRKLEBY

PRESENT : Councillors Beth Barber-Atkinson (Chairman) Lynne Queen, Jacqueline Smith, Richard Atkinson (Honorary Clerk and Financial Officer).

22/21 ELECTION OF OFFICERS

1. Cllr Beth Barber-Atkinson was unanimously elected as Chairman.
2. Cllr Richard Atkinson was unanimously elected as Honorary Clerk and Responsible Financial Officer.

22/22 APOLOGIES FOR ABSENCE

There were no absences.

22/23 DECLARATIONS OF INTEREST

There were no declarations of interest.

22/24 FINANCIAL MATTERS.

1. **RESOLVED** that Thirkleby High & Low with Osgodby Parish Council is exempt from external audit for the year 2021/22 as its annual turn-over does not exceed £25,000
2. **RESOLVED** that Annual Internal Audit Report for 2021/22 included at page 4 of the Annual Governance and Accountability Return 2021/22 be noted.
3. **RESOLVED** that Thirkleby High & Low with Osgodby Parish Council approve Section 1 Annual Governance Statement 2021/22 for Thirkleby High & Low with Osgodby Parish Council on page 5 of the Annual Governance and Accountability Return 2021/22.
4. **RESOLVED** that Thirkleby High & Low with Osgodby Parish Council approve Section 2 - Accounting Statements 2021/22 for Thirkleby High & Low with Osgodby Parish Council on page 6 of the Annual Governance and Accountability Return 2021/2022
5. **RESOLVED** that, in accordance with the 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, Thirkleby High & Low with Osgodby Parish Council will publish the following documents on a public website:
 - Certificate of Exemption,
 - Annual Internal Audit Report 2021/22,
 - Section 1 – Annual Governance Statement 2021/22,
 - Section 2 – Accounting Statements 2021/22, page 6
 - Analysis of variances
 - Bank Reconciliation to 31 March 2022
 - Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

22/25 Review / adoption of appropriate Standing Orders

Still current.

22/26 Review / adoption of appropriate Financial Regulations

Still current.

22/27 Review / adoption of Transparency Code for Smaller Authorities

The Council is complying with this code and publishing documents to the website.

Approved

2022

H. Y. August 2022

Chairman

- 22/28 Review of inventory of land and assets including buildings and office equipment**
Assets have remained at £1479.
- 22/29 Review and confirmation of arrangements for insurance cover in respect of all insured risks**
The insurance had lapsed and the Clerk will find a new policy to suit the council's needs.
- 22/30 Review of Council's memberships of other bodies**
The Council is not a member of any other bodies.
- 22/31 Review of Council's complaints procedure**
The complaints procedure is still current.
- 22/32 Review of Council's procedures for handling requests made under the Freedom of Information Act 2000 and Data Protection Act 1998 and General Data Protection Regulations 2018.** GDPR are current.
- 22/33 Review of Council's policy for dealing with the press/media**
No change; Chairman and Clerk to liaise on any enquiries.
- 22/34 Set the dates and times of ordinary meetings of the full council for the year ahead**
Date of the next meeting: 4th August 2022 at 2pm.

The Meeting closed at 3.05pm

Approved

H⁴ August

2022

[Redacted Signature]

Chairman