

# CROPTON PARISH COUNCIL

Minutes of the Council Meeting held on 21 May 2018

Present: Tony Warnock-Smith (Chair), Annie Monkman, Moira Taylor.

Apologies: Richard Maher.

## 1 WELCOME

TWS welcomed everyone to the meeting which was the Annual Meeting of the Council.

## 2 MINUTES

The minutes of the meeting of 23 April 2018 were approved.

## 3 MATTERS ARISING

Agreed that the Chair would approach Melanie Bailey as a proposed new co-opted member. TWS

## 4 PLANNING MATTERS

Concern was expressed that the on-line planning consultation process of the NYM National Park Authority did not offer full details and drawings of development proposals so that it was difficult to give due consideration to them. Agreed that AM and MT would attend the forthcoming NYMNPA Parish training meeting to ascertain how to procure more detail for applications. AM  
MT

## 5 GOVERNANCE

- i. The system of internal financial control was discussed and had regard, amongst others, to the report of the internal auditor.
- ii. Agreed that as there were only a few cash receipts and payments each year, all payments required formal minuted authorisation and cheques to be signed by two authorised members, the system of internal financial control was fit for purpose.
- iii. The internal audit arrangements for 2017/18 were reviewed and was agreed that it would be appropriate to ask V. Worrall to continue in the role for 2018/19.
- iv. The Annual internal Audit Report for 2017/18 was considered and discussed. Agreed that the Report be accepted in full and to implement with immediate effect the recommendations of the Internal Auditor to call for updated current accounting statements to be presented at each meeting of the Council together with confirmation that the PC notice board and website were currently completely up to date with minutes, meeting agendas and other relevant information.
- v. The new system of exemption from completion of a full Annual Governance and Accountability Report (AGAR) for smaller parish councils was considered and accepted. The formal Certificate of Exemption for the year ended 31 March 2018 to be submitted to the external auditors was approved. RM
- vi. The Annual Governance and Accountability Report was presented, considered and approved.
- vii. The Accounting Statements for 2017/18 as audited were presented and considered.
- viii. The Accounting Statements for 2017/18 were approved.
- ix. The formal Notice of Public Rights was presented and approved and the exercise period agreed as 2 July to 10 August 2018 TWS

## 6 FINANCE

- i. Agreed to authorise payment of £100 to M. Aconley for grass cutting services in the pond area. RM

ii. Agreed to authorise the purchase of indemnity insurance services from Came & Co at a cost of £285.60. Agreed to authorise payment of £285.60 to Came & Co for the purchase of indemnity insurance for 2018/19. RM

**7 ANY OTHER BUSINESS**

None

**8 NEXT MEETING**

16 July 2018.