

DACRE PARISH COUNCIL

Draft minutes of the Annual Meeting of the Council held on Tuesday, 4 May 2021 from 7.30p.m.

In light of the Coronavirus pandemic this meeting was held by conference call

1. **Election of Chairman and Vice Chairman for 2021/22:** Councillor Kerr was nominated and elected Chairman. Councillor Johnson was nominated and elected Vice-Chairman.
2. **Declarations of Acceptance** to be signed by the Chairman and Vice-Chairman; **Clerk to arrange.**
3. **Additions to Register of Business Interests:** Clerk reminded Councillors that their register of business interests should be reviewed periodically and any updates should be made via the Clerk.
4. **Present:** Councillors J Kerr, A Brown, C White, K Johnson, J Dales, Borough Councillor Tom Watson and M Pearson (Clerk). No members of the public attended.
5. **Apologies for absence:** Councillor S Darnbrook due to holiday. Councillor R Brown due to holiday. County Councillor Stan Lumley.
6. **Election / Confirmation of Representatives to other bodies:** The following representatives and nominated trustees were confirmed:

Dacre and Hartwith Playing Fields Association (J Kerr and R Brown); Dacre and Hartwith Village Hall Committee (S Darnbrook); Hardcastle Trust (C White and A Brown); Nidderdale Safer Neighbourhoods Group (K Johnson); Nidderdale Strategic Partnership (K Johnson); Yorkshire Local Councils Association (C White); Nidderdale Plus (J Kerr); Greenhow Enhancement Fund (J Kerr).

It was agreed that the Council's involvement in the running of the *Charity For Poor Widows of Dacre* should be investigated; **Clerk to action.**

7. Finance & Legal Requirements

- a) The Annual Internal Audit Report 2020/21 was accepted by the Council. It was noted that the internal auditor found no issues and that there were no outstanding recommendations from the prior year; **Clerk to post on the Dacre Parish Council website;**
 - b) The financial accounting statements for 2020/21 were approved and signed by the Clerk; **Clerk to pass to the Chairman to sign and then post on the Dacre Parish Council website;**
 - c) The Annual Governance Statement 2020/21 was completed by the Council and signed by the Clerk; **Clerk to pass to the Chairman to sign and then post on the Dacre Parish Council website;**
 - d) The Accounting Statements 2020/21 were approved by the Council and signed by the Clerk; **Clerk to pass to the Chairman to sign and then post on the Dacre Parish Council website;**
 - e) It was noted that as the Council's income and expenditure are both less than £25,000 (with no outstanding action relating to the 2019/20 accounts by the Courts or External Auditor) the Council is exempt from External Audit for 2020/21. The Certificate of Exemption was signed by Clerk. **Clerk to arrange for the Chairman to sign and then to submit a copy to the External Auditor and to post on the Dacre Parish Council website;**
 - f) The dates for inspection of Annual Governance & Accountability Return (together with the accounting records for the financial year and documents relating to the records) were confirmed as Monday 14 June 2021 to Friday 23 July 2021. **Clerk to post notice confirming the procedure on the Parish Council notice boards and website on 1 June 2021;**
 - g) Ongoing direct debit payments to E.ON UK plc (Electricity), Business Stream (Water) and the Information Commissioner's Officer (Data Protection Annual Fee) and standing order payments to I Grayshon (Cleaning of the Public Conveniences) were approved for 2021/22.
8. Dates for meetings in 2021/21 were confirmed as: 8 June 2021; 13 July 2021; 14 September 2021; 12 October 2021; 9 November 2021; 14 December 2021; 11 January 2022; 8 February 2022; 8 March 2022; 12 April 2022; 10 May 2022.
 9. The provisional date set for the next Annual Meeting was 10 May 2022.

These draft minutes are published subject to approval at the next meeting of the Council