

NEWTON KYME CUM TOULSTON PARISH COUNCIL

Clerk to the Council: Vivienne Skinner
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27 April 2021

The Annual Council Meeting of Newton Kyme cum Toulston Parish Council will be held on TUESDAY 4 May 2021 commencing at 19:00 hrs. In accordance with the Local Authorities and Police Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this will be held virtually using Zoom meeting software. Link to join Zoom meeting:- <https://us02web.zoom.us/j/87163353431>

The agenda and link can also be accessed on the website: www.newtonkymecumtoulstonparishcouncil.co.uk

Prior to the first item on the agenda there will be an opportunity for members of the public to address the Parish Council. The members will take these representations into account when agenda items are discussed but are not required to make a response. This session will last for a maximum of 20 minutes after which members of the public will no longer be permitted to address the Parish Council unless specifically invited by the Chairman.

Vivienne Skinner
Clerk to the Council

AGENDA

- 24/21 To elect the Chairman and Vice Chairman and to receive the Declarations of Acceptance of Office or, if they are not present, to resolve that such a Declaration be made at or before the next Ordinary meeting of the Council
- 25/21 Apologies
 - a) To receive apologies for absence given in advance of the meeting
 - b) To consider the approval of reasons given for absence
- 26/21 Declarations of Interest
To receive and record any declarations of interest
- 27/21 Last Meeting
To approve the minutes of the Ordinary Parish Council meeting of 22 February 2021
- 28/21 To review the monthly figures and spending to date (previously circulated) in line with the agreed Annual Budget and 3 year Business Plan
- 29/21 To review and authorise a new Mandate with HSBC Bank
- 30/21 To approve the Independent Internal Auditor report for 2020/21
- 31/21 To certify Newton Kyme cum Toulston Parish Council as exempt from external audit for fiscal year 2020/21
- 32/21 To note the Annual Internal Audit Report for 2020/21 included at page 4 of the Annual Governance and Accountability Return 2020/21
- 33/21 To approve Section 1 – Annual Governance Statement 2020/21 for Newton Kyme cum Toulston Parish Council on page 5 of the Annual Governance and Accountability Return 2020/21

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- 34/21 **To approve Section 2 – Accounting Statements 2020/21 for Newton Kyme cum Toulston Parish Council on page 6 of the Annual Governance and Accountability Return 2020/21**
- 35/21 **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**
- 36/21 **To approve the annual review of Risk Assessments.**
- 37/21 **To approve the review of Internal Controls.**
- 38/21 **To consider and approve the Parish Council Annual Insurance Renewal from 1 June 2021**
- 39/21 **To approve the annual subscription to the YLCA**
- 40/21 **To appoint Representatives to the following outside bodies:**
YLCA
- 41/21 **To appoint Lead Members for:**
Finance
Footpaths and liaison with Sustrans
Liaison with Highways
Management of former Village Hall land; grass cutting
Liaison with Southbank Management Company
- 42/21 **To approve the Statutory Documents:**
Code of Conduct
Standing Orders
Financial Regulations
Complaints Policy
Privacy Notice
Publication Scheme
Investment Policy
Asset Register
- 43/21 **To review the planning application – 2021/0414/HPA – Proposed erection of part two storey, part single storey extension to south east facade – Station House, Wetherby Road, Newton Kyme, and agree a response.**
- 44/21 **To consider the compensation payment offer from HSBC following the formal complaint submitted by the Council.**
- 45/21 **Update on (a)the provision of a litter bin near to the church field gate on Croft Lane (b) potential placement of a bin on the viaduct path.**
- 46/21 **Update on the provision of replacement signage for the Ebor Way by North Yorkshire County Council (NYCC)**
- 47/21 **To receive an update on the options to improve road safety on the A659 and to consider further action.**

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48/21 **Community Infrastructure Levy (CIL) - (a) To approve the Community Infrastructure Levy (CIL) monitoring report for 2020/21**

(b) to receive an update on the list of local priorities for the spending of the CIL funds and review the list.

49/21 **To receive an update on the condition of the ditch and pond on Croft Lane and consider action.**

50/21 **To approve payments and receipts in accordance with the budget**

(a) Payments approved since last full meeting 22 February 2021

Date	Payee	Electronic/chq	Detail	Amount £
28.02.21	Mrs V Skinner	EP00088	February Salary	132.80
31.03.21	Mrs V Skinner	EP00089	March Salary	133.00
13.04.21	YLCA	EP00090	Subscription	214.00
13.04.21	HMRC	EP00091	PAYE 4 th quarter 2020/21	99.80
30.04.21	Mrs V Skinner	EP00092	April Salary	133.00

(b) Payments for approval 4 May 2021

Date	Payee	Electronic/chq	Detail	Amount £
06.05.21	Vision ICT	EP00093	Annual website hosting and support	144.00
06.05.21	R Dorsey	EP00094	Internal Audit fee	75.00
06.05.21	Zurich Insurance	EP00095	Annual Insurance	167.44
31.05.21	Mrs V Skinner	EP000	May Salary	tba
30.06.21	Mrs G Ashton	EP000	June Salary	tba
31.07.21	Mrs G Ashton	EP000	July Salary	tba
July	HMRC	EP000	PAYE 1 st quarter 2021/22	tba
31.08.21	Mrs G Ashton	EP000	August Salary	tba

* to be authorised in the month payment is due

To note receipts –

Date	Payee	Detail	Amount £
13.04.21	HMRC	VAT Refund 2020/21	132.56

51/21 **Clerks verbal report**

52/21 **To Note Correspondence Received – items of interest (list circulated)**

53/21 **To approve responses/action to items of correspondence**

a) Letter from Rural Housing Enabler – Selby District

54/21 **To receive late items of Correspondence**

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- 55/21 **To Consider Minor Matters and Agenda Items for the Next Meeting**
To bring to the attention of the Council or Clerk any minor matters of business and agenda items for the next meeting.
- 56/21 **Dates of next meetings- Ordinary Parish Council meeting Monday 6 September 2021, Monday 13 December 2012, Monday 21 February 2022, Annual Parish Council meeting Monday 16 May 2022. Annual Parish meeting Monday 16 May 2022**