

# AMOTHERBY PARISH COUNCIL

Acting Clerk: Cllr. Ballard

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The next Parish Council meeting will be held virtually on MONDAY 15th JUNE 2020 at 7pm on Zoom at <https://zoom.us/j/4779865768?pwd=TjBUZ3R5cTNRb3V1YXR2dmc4dXUwZz09>

## AGENDA

1. To receive apologies and approve reasons for absence.
2. To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.
3. To confirm the minutes of the meeting held on 16th March 2020 as a true and correct record.
4. To receive information on any ongoing issues and decide further action where necessary.
  - 4.1. To report on BATA noise complaints.
  - 4.2. To report on Clerk situation.
  - 4.3. To report on Cemetery grass cutting.
  - 4.4. To report on tourist signs at crossroads.
  - 4.5. To report on footway slurry sealing.
5. To consider and decide upon the following planning applications:  
None to consider.
6. To receive the following planning decisions/information:  
No decisions to report.
7. Matters requested by councillors and other business
  - 7.1. To report that accounts and internal audit have been completed.
  - 7.2. To report that last six street lights have been replaced with part-night LEDs.
  - 7.3. To report that order for streetlight maintenance has been sent.
  - 7.4. To report Chair had attended a webinar on Risk Management and Assessment on 11 May.
  - 7.5. To report Accessibility Statement has been written and placed on website.
  - 7.6. To report NYCC Purchase Order for highway grass cutting received and invoice sent to them.
8. Financial matters
  - 8.1. **To receive** the accounts for 2019/20.
  - 8.2. **To certify** Amotherby Parish Council as exempt from external audit for fiscal year 2019/20 and complete the AGAR Part 2 Certificate of Exemption form.
  - 8.3. **To note** the Annual Internal Audit Report for 2019/20 included at page 4 of the Annual Governance and Accountability Return 2019/20.
  - 8.4. **To approve Section 1** - Annual Governance Statement 2019/20 for Amotherby Parish Council on page 5 of the Annual Governance and Accountability Return 2019/20.
  - 8.5. **To approve Section 2** - Accounting Statements 2019/20 for Amotherby Parish Council on page 6 of the Annual Governance and Accountability Return 2019/2020.
  - 8.6. **To approve** the publication of documents required by 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.
  - 8.7. To approve the following accounts for payment:
    - 8.7.1. Repay Chair for stationery & other items purchased.
    - 8.7.2. Raymond Ward for Internal Audit.
  - 8.8. To note any payments previously authorised – ICO DD paid.
  - 8.9. To report payments made under delegated powers –  
Autela inv.4312 for HMRC End of Year submission.

BHIB for PC insurance for 2020-21.  
Vision ICT for Accessibility statement.  
Cliffords for April highway grass cut.  
YLCA Risk Assessments webinar invoice.  
NYCC footway lighting energy bill 2019-2020.  
(NB. Cemetery insurance with Zurich also paid from Cemetery account).

8.10. To note any payments received.

8.11. To receive a current bank reconciliation.

8.12. To approve in advance expected invoices for:-

Streetlight replacement, Streetlight maintenance, Highway grass cutting, Clerks salary and HMRC tax, Autela payroll charges, YLCA Clerk training.

9. To consider the following new correspondence received and decide action where necessary

9.1. YLCA – WRUs; electronic training programmes, advice on Audit; NALC employment briefing.

9.2. NYCC – info on road surface dressing, footway slurry sealing & temporary closure of Newsham Bridge.

9.3. RDC – Ryedale Community Connect minutes; request for notification of any burials at Cemetery.

9.4. Community messaging – many messages relating to coronavirus and various scams.

9.5. Citizens Advice – info on services.

9.6. Any late correspondence.

10. To notify the clerk of matters for inclusion on the agenda of the next meeting.

11. To confirm the date of the next meeting.