



## **HETHERSGILL PARISH COUNCIL**

### **Minutes of a Meeting of Hethersgill Parish Council held in the Parish Hall at 7.30pm on Tuesday 21st May 2024**

**Present:** Cllr C Williams (Chairman); Clls S Barratt, J Bryant, M Irving, L McDonagh, A Sisson.

**In attendance:** The Clerk A Dawes.

**024/24 Election of Chairman for the Council Year 2024/25** – Cllr Williams was nominated by Cllr Sisson and seconded by Cllr Bryant elected unanimously. Cllr Williams signed the declaration of acceptance of office.

**025/24 Appointment of Vice-Chairman for the Council Year 2024/25** – Cllr Sisson was nominated by Cllr Williams and seconded by Cllr Barratt elected unanimously.

**026/24 Apologies for Absence** - Cllrs. D Beer and L Summerfield sent apologies for absence, and they were accepted.

**027/24 Declarations of Interest and Request for Dispensations** - No declarations of interest were made and no requests for dispensation has been received.

**028/24 Minutes of the meeting(s) of the Parish Council held on 19th March 2024** - Resolved that the Chairman be authorised to sign the minutes of the last Parish Council meeting as a true record.

**029/24 Public Participation** – no members of the public were in attendance, and no report from the Cumberland Councillor.

#### **030/24 Administrative Matters**

**030/24.1 Public Meeting 19<sup>th</sup> April 2024** – Cllrs. Reported back on what proved to be a very successful event. Around 50 parishioners were in attendance and were presented with interesting items from:-

Neighbourhood watch

Social Committee

NHS First responders

Natural England

Himalayan Balsam Bashers

Parish Plan

The Clerk handed over to the Council the official Photograph of King Charles III and it was agreed that the Parish Hall Committee would be invited to display it in the Hall.

**030/24.2 Community Led Plan** – further discussion regarding the make-up and terms of reference for this group took place. Cllr Irving indicated that several individuals had expressed an interest in assisting with the Parish Plan. It was felt that advertising the item in the forthcoming Gill might prove beneficial and ensure a balanced representation on the Group.

**030/24.3 The Gill – after discussion** Council **RESOLVED** to confirm the deadline for production of the next issue to be June 21<sup>st</sup>, 2024. The Clerk and Cllr Irving to collaborate again.

**030/24.4 Himalayan Balsam Bashers** – no update.

**030/24.5 I.T. emails – RESOLVED** to ensure payment of the Invoice which had now been received and allow the process to commence to allow the Council to meet its obligation regarding transparency and GDPR in arranging for multiple versions of Microsoft 365 products to protect the council.

**RESOLVED** the Clerk would provide details to Cllr Mallinson and he would see if any funding would be available.

**030/24.6 Grants and Donations Policy – RESOLVED** that this policy was agreed and to be implemented immediately.

**030/24.7 Programme of Meetings – RESOLVED** that the meeting dates for the forthcoming Council year are:

**16th July 2024**

**17th September 2024**

**19th November 2024**

**21st January 2025**

**18th March 2025**

**031/24 Planning Matters** – none received for consideration

**032/24 Highways** - no new issues to report

**033/24 Annual Governance and Accountability Return 2022/23**

**Internal Auditors Report**

**RESOLVED** to accept the end of year internal auditors report for the financial year 2023/24.

**Certificate of Exemption**

**RESOLVED** that the Parish Council is to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and to authorise the Chairman to sign and the RFO to submit a Certificate of Exemption to the External Auditor following confirmation that gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2024

**Annual Governance Statement**

**RESOLVED** to approve the Annual Governance Statement 2023/24 and authorise the Chairman to sign the Annual return.

### **Accounting Statements**

**RESOLVED** to approve Accounting Statements 2023/24 and authorise the Chairman to sign the annual return.

### **031/24 Finance Matters**

**031/24.1** **RESOLVED** to authorise the payments below:

Vandella Flowers £50.99

HMRC, PAYE April, £81.60

A Dawes, Salary April and Expenses £385.79

Clear Councils Insurance, £409.76

SLCC Membership, £47.58

CALC Membership, £180.59

HMRC, PAYE May, £81.80

A Dawes, Salary May and Expenses £383.81

**031/24.2** HSBC Bank account – the Clerk reported that the process of closing the account was now underway.

**031/24.3** Receipt – the Clerk reported that the Precept for 2024/2025 had now been received.

**032/24 Correspondence** – the Clerk reported that Council had received a request for a donation towards the cost of a lawnmower to be used by the Church volunteers. In line with the agreed policy this was **RESOLVED** to the value of £250.00.

**033/24 Councillor Matters** - no new matters brought to the attention of the Clerk.

**034/24 Date of Next Meeting - RESOLVED** that the next meeting of the Parish Council will take place at on Tuesday 16th July 2024 at 7.30pm in Hethersgill Parish Hall.