**EGTON PARISH COUNCIL**

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Dear Councillor

You are hereby summoned to attend the Annual Council meeting of Egton Parish Council to be held at 6.30pm on Tuesday 16 May 2023 at the Village Hall for transacting the following business.

Signed…………………………………………………………C Harrison (Clerk ) 7 May 2023

Members of the press/public are entitled to attend this meeting but may not speak or comment on any issue unless invited to do so by the Chairman. Due to the current situation members of the public wishing to attend or address the Council must inform the Clerk or the Chairman in advance of the meeting and disclose the nature of their address at that time. The clerk will then be able to give the measures in place and guidance to anyone wishing to attend.

Public session of up to 15 minutes

**AGENDA**

1. **To Elect Chairman**
   1. To elect Chairman
   2. To sign declaration of office
2. **To receive apologies and approve reasons for absence**
3. **To receive any declarations of interest not already declared under the council’s code of conduct or members register of interests**
4. **To confirm minutes of the last meeting as a true record**
5. **To Elect Vice Chairman**

5.1 To Elect Vice Chairman

5.2 All councillors and Vice Chairman to sign declaration of office

1. **To receive information on any ongoing issues and decide further action where necessary**

6.1 To note clerk sent costs for Christmas tree to Cllr C Pearson for grant and response is awaited.

6. 2 To receive update on quotes for benches from Woodsmith Foundation Community Grants

6. 3 To note that Highways justifications for 20 mile an hour signs near the schools has been sent. It was agreed at the last meeting that County Cllr C Pearson would seek clarification on the next steps.

6.4 To receive update on the Seven Oaks of Egton event Cllr A Jackson

6.5 To note that dog signage should be put up sometime after 1 April. Clerk sent email for update.

6.6 To note reply from NYC that the water on the road between Egton and Glaisdale is still ongoing. An order has been placed for drainage investigation so we can ascertain what is required to remedy. Clerk has emailed again.

* 1. To note a vacancy for a councillor has been advertised
  2. Update on defibrillator training
  3. update on Community Speed Watch Group

6.10 Update from Tow bar on bench for Mr Smith

2

1. **PLANNING APPLICATIONS - To consider and decide upon the following planning applications**

7.1 NYM/2023/0246 **Application for variation of condition 3 of reserved matters (access only)**

**NYM/2020/0913/RM to allow an extended access track and relocation of gate (retrospective) at land east of 12 Esk View, Egton**

7.2 NYM/2023/0250 **Application for non material amendment to planning approval NYM/2021/0908/FL to allow a change of roof material to rear buildings from steel sheets to pantiles and to the glazed lobby from timber framed to aluminium framed with glazing together with omission of flue at Ivy Cottage, High Street, Egton**

7.3 NYM/2022/0568 **Application for reorganisation of northern section of the existing caravan site to allow for 48 lodges (increase of seven) and associated access arrangement at Lady Cross Plantation Caravan Park, Egton**

1. **ITEMS FOR DISCUSSION**

8.6 To certify Egton Parish Council as exempt form external audit for fiscal year 2022/23

8.7 To note the Annual Internal Audit Report for 2022/23 included at page 4 of the Annual Governance and Accountability Return 2021/22

8.8 To approve Section 1 - Annual Governance Statement 2022/23 for Egton Parish Council on page 5 of the Annual Governance and Accountability Return 2021/22.

8.9 To approve Section 2 - Accounting Statements 2022/23 for Egton Parish Council on page 6 of the Annual Governance and Accountability Return 2022/23

8.10 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

8.11 To agree fixed asset register and register of titles

8.12 To agree financial risk assessment

8.13 To confirm insurance cover in respect of all risks

8.14 Review of the council’s subscriptions to other bodies

8.15 Review of the council’s complaints procedure

8.16 Review of the council’s procedures for handling requests made under the Freedom of information Act 2000 and Data Protection Act 1988

8.17 Review of the council’s policy for dealing with press/media

8.18 Review standing orders and financial regulations

8.19 Review and approve public convenience risk assessment

8.20 Review and approve internal control checklist

3

8.21 To review budgets

8.22 To review standing order and direct debits.

8.23 To approve grant for toilets to be sent to NYMNP

8.24 To note and agree renewal quote for insurance.

8.25 To discuss trod footpath through the wood from Egton Bridge to Egton

8.26 To continue the delegated authority for clerk

8.27 To approve reserves policy

8.28 To review rules for public session

8.29 To complete new register of interest forms (please note these have to be returned by 19 May)

8.30 To agree which benches are to be replaced.

8.31 To discuss letter and reply to be sent to the cricket club

MATTERS REQUESTED BY COUNCILLORS

8.29 To discuss damage to footpath going down Egton Cllr R Grayson

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

1. **FINANCE - To approve the following accounts for payment**

10.1 To confirm Community Account as at 06.04.2021, balance of £6990.78

10.2 To confirm Business Saver Account as at 06.04.2021, balance of £9959.11

10.3 To note that claim has been submitted for VAT

10.4 To note bank statements and bank reconciliation

10.5 To note explanation of variances (circulated)

10.6 Credit EPRA £1.00 Recreation field and £30.00 sponsor a seat

10.7 Credit Postage sponsor a seat £30.00

10.8 Debit M Rich (toilet cleaning) £120.00

10.9 Debit M Rich (broom) £4.75

10.10 Debit village hall (crafts 2 May)) £30.00

10.11 Debit insurance £477.77

10.12 Debit JJ Harrison grass cutting £300.00

10.13 Debit Jati £365.00 new bench

1. **POLICIES - To consider, adopt or review the following policies as above**
2. **To note White Rose updates and YLCA training and discussions received and circulated**
3. **To notify the clerk of matters for inclusion on the agenda of the next meeting**
4. **To confirm the date of the next meeting 20 June 2023**

Public notice of the meeting has been given in accordance with Schedule 12,

Paragraph 10 (2) of the Local Government Act 1972