

BUCKDEN PARISH COUNCIL

Minutes of the Annual Meeting of Buckden Parish Council held at Buckden Village Institute on Monday 13th May 2024 at 7pm

Present: Councillors Ingram, Vetch, Ramsden

Also Present: Elaine Barlow-Hall, Clerk

Members of the Public: None

Start time: 19:04

2425/1. Election of the Chairman

Resolved to elect Councillor Ingram to be Chairman of the Parish Council for 2024/25

2425/2. Election of Vice Chairman

Resolved to elect Councillor Vetch to be Vice-Chair of the Parish Council for 2024/25

2425/3. Declaration of acceptance of office

a) Declarations of acceptance of office were signed by all Councillors present.

b) **Resolved** to permit Cllr Jarret and Cllr Way to sign their Declarations before or at the next ordinary meeting of the Council.

2425/4. Chair's Remarks

See attached pages.

2425/5. Apologies for absence

Apologies received and reason for absence were accepted from Cllr Jarrett and Cllr Way.

Resolved that Cllr Jarrett's and Cllr Way's absences be approved for this meeting.

2425/6. Disclosures of interest

No disclosure of any pecuniary or personal interests were received from the Cllrs on the matters to be discussed in the meeting.

2425/7. Minutes of previous meeting

Resolved that the minutes of the Ordinary Meeting of the Parish Council held on Monday 11th March 2024 be approved as a true record and signed by the Chair.

2425/8. Confidential items to be discussed in confidence after item 2425/21

Resolved that no further matters to be discussed after item 2425/21.

2425/9. Public participation

There were no members of the public present.

2425/10. Reports from Invited Guests and County Councillors

There were no invited guests present.

2425/11. Policies

Resolved that the following policies are adopted:

a) Standing Orders with an amendment to section 5c) and 5d)

b) Financial Regulations

- c) Complaints Procedures
- d) Code of Conduct

2425/12. Documents

Resolved to approve:

- a) The Asset Register
- b) The Council's Risk Assessment

2425/13. Meeting dates

Resolved that the meeting dates for 2024/25 would be the second Monday of every second month at 7pm.

2425/14. Highway Matters

The following issues were discussed:

- a) The culvert at the southern end of Buckden has now been checked by Highways and a blockage noted. Further investigatory work needs to be carried out to assess the viability of repairs given close water and sewage pipes.
- b) Highways have also checked the issues causing flooding of Buckden Causeway (above Cray) and it is hoped to complete work before July.
- c) The completed repairs to Oughtershaw road.
- d) The closure of the main road for Yorkshire Water repairs classed as emergency. It was suggested that Cllr Richard Foster could be approached to develop a strategy for flagging roads where closure causes excessive diversions, to require adequate advance warning where time clearly allows this.
- e) The New Village Signs: Cllr Ingram detailed the success of finding adequate funding to cover most of the purchase and installation costs from a mix of government and private sources. It was **resolved** that the parish council fund the final portion of the installation costs of £150-£350, once all confirmation of funds is received.
- f) It was **resolved** to contact YDNPA with regards to the Car Park being repeatedly full at weekends with a view to allowing the grassy area near the exit to be signposted as overflow parking, possibly with the addition of reinforcement matting.

2425/15. Planning

The following planning applications were noted:

- a) C/13/191F/LB: Manor House ground floor cloak room
- b) C/13/133B: National Trust 630m footpath alongside the Wharfe. Comments had been submitted by the council in support of this application.

2425/16. Land Registry Project

It was **resolved** to move forward with registering those items highlighted in the report as being most appropriate to register.

2425/17. Correspondence

The following correspondence was noted:

- a) Letter from NYC re Subsidised Local Bus Services
- b) Letter from National Park Authority regarding tree pruning in garden of Dale View
- c) Letter from YDNP re Management Plan annual forum

2425/18. Finance

- a) Bank Statements for March and April 2024 were noted and signed by the Cllr Ramsden.
- b) **Resolved** to approve the 2024/25 Bank Reconciliation
- c) **Resolved** to renew the council's insurance as per the quote given with addition of cover for the Council Laptop.
- d) **Resolved** to approve the appointment of Debbie Roe of Beck Cottage Bookkeeping as Internal Auditor for the year 2024-25.
- e) **Resolved** to approve the following payments:
 - i) YLCA AGAR training Webinar - £25
 - ii) WEL Medical for replacement Defibrillator Pads - £73.08
 - iii) WEL Medical for replacement Defibrillator Battery - £244.74
 - iv) YLCA Annual Membership fee - £66
 - v) Beck Cottage for the Internal Audit - £50

2425/19. Annual Governance and Accountability Return

- a) **Resolved** to declare Buckden Parish Council as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, for 2023-2024 due to gross income and expenditure not exceeding £25,000, and to approve the Certificate of Exemption.
- b) Received and noted the Internal Auditor's Report.
- c) **Resolved** to approve the Annual Governance Statement (Section 1) with an explanation of how the council will address issues arising from the Internal Auditors Report.
- d) **Resolved** to approve the Accounting Statements 2023/24 (Section 2)
- e) **Resolved** that the period for the exercise of public rights to be 3rd June to 12th July 2024.

2425/20. Date of next meeting

The next meeting of Buckden Parish Council will be held at 7.00pm on Monday 8th July.

2425/21. Exclusion of press and public

No issues required the exclusion of the press and public.

The meeting closed at 20:50.

The Clerk should be given seven clear days' notice of items for the agenda of the next meeting.