

Little Houghton Parish Council

Minutes of the Annual General Meeting of the Parish Council held at 7 pm on Monday, July 6th, 2020 at the Sandhill Golf Club.

Present:

Mrs Diana Young
Mrs Valerie Wistow
Mr Gary Oldfield
Mrs Lisa Oldfield
Mr Kevin Osborne

In Attendance:

Ms Caroline Donovan Clerk to the Council

Parish Councillor Diana Young chaired the meeting.

1. Questions from Parishioners

Residents had raised concerns about the waste being transferred by Hollins and Son. It was noted that Hollins and Son did have a waste transfer license. A discussion followed and it was agreed that the residents' concerns were about the amount and type of waste being transferred, the amount of traffic going through the village, and the speed that the lorries went through the village. It was agreed that these concerns would be sent to the Safer Neighbourhood Team Sergeant and the Tasking Officer to investigate.

Councillor Osborne also fed back that a lot of nitrous oxide canisters had been found near the pit wheel. It was agreed to pass this on to the Safer Neighbourhood Team as well.

2. Election of Chairperson

It was unanimously agreed that Mr Vince Keating would be the Chair of the Parish Council until the next Annual General meeting.

3. Election of Vice Chairperson

It was unanimously agreed that Mrs Diana Young would be the Vice Chair of the Parish Council until the next Annual General meeting.

4. Apologies for Absence

Apologies for absence were received from Mr Vince Keating.

5. Minutes of the Parish Council Meeting held on March 9th, 2020

The minutes of the Parish Council Meeting held on March 9th, 2020 were agreed as a correct record.

6. Matters arising

There were no matters arising that were not included on the agenda.

7. Finance

7.1 Certificate of Exemption

Resolved

That Little Houghton Parish Council is exempt from external audit for the year 2019 – 2020 as its annual turnover does not exceed £25,000.

The Clerk will send the completed and signed Certificate of Exemption to PKF Littlejohn LLP.

7.2 The Annual Internal Audit Report 2019 / 2020

Resolved

That the Annual Internal Audit report for 2019 – 2020, included at page 4 of the Annual Governance and Accountability Return 2019 – 2020, be noted.

7.3 Approval of the Financial Risk Assessment

The Financial Risk Assessment for the fiscal year 2019 – 2020 was discussed and approved.

7.4 Internet Banking Account

The Clerk confirmed that the internet banking account with Yorkshire Bank has been set up.

7.5 Transfer of Investment Account.

The Clerk confirmed that, as recommended by the internal auditor, the £2,900 has been transferred to the Parish Council's current account.

7.6 Bank Reconciliation

The Parish Councillors noted that the bank reconciliation for the financial year ending 31st March 2020 was as follows:

Investment Account	£2,900.00
Current Account	£3,823.68
Total	£6,723.68

Less unpresented cheques as at 31/ 3/ 2020

685 Clerk Quarter 4 @ £180	
686 HMRC @ £45.00	
687 Stuart Bennett re web site @ £300	
688 Mr Laughton @ £80.00	
Total	£605.00

Net balances as at 31 /3 /2020 = £6,118.68

The Parish Councillors noted that the Chair had agreed the following payments during the lockdown period:

689 BHIB Parish Council insurance @ £168.18
690 Brian Totty signs @ £82.80

- 691 Ciswo annual rent @ £89.07
- 692 Yorkshire Local Council Association @ £295.00

7.7 Accounts due for Payment

It was agreed that the following payments should be made.

- 693 Clerk Qu 1 @ £270.17
- 694 HMRC @ £67.40

8. Policies for Approval

The following policies were reviewed and approved:

- Model Standing Orders Policy
- Model Financial Regulations Policy
- Privacy Notice for Residents and Members of the Public
- Privacy Notice for Staff, Councillors and Role Holders

9. Re opening of the Park and the Play Area.

The Clerk updated the Parish Councillors that the Barnsley MBC parks and play areas will be reopening soon and that the Parks Department had kindly checked the play equipment as a good will gesture and found no causes for concern.

Resolved

The Parish Councillors agreed that the park and play areas should be reopened.

10. Fly tipping

A Parish Councillor raised concerns about the amount of fly tipping taking place in the local area, especially around the bus turnaround area, and suggested that the Parish Council may want to consider selling this land for development in order to reduce the anti-social behaviour. It was agreed that this should be discussed at a subsequent meeting of the Parish Council.

11. Any Other Business

Councillor Osborne said he was looking for possible funding to renovate and tidy up the old pit wheel. He was also considering approaching the Probation Service to carry out this work.

12 Date and time of next meeting

To be arranged

To:

Mr V Keating
Mrs D Young
Mr G Oldfield
Mrs L Oldfield
Mrs V Wistow
Mr K Osborne

c.c.

Councillor Trevor Smith, Pauline Markham, Caroline Saunders
Peter Clark, Barnsley MBC, Governor Services