

# WEST AYTON PARISH COUNCIL

Clerk: Mrs B. Williamson

High Hall, Yedmandale Road, West Ayton, Scarborough, YO13 9JP

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Minutes of the Annual Council meeting held at DVB Library on 8<sup>th</sup> May 2017 @ 7.30pm

**Present:** Cllr. M Almond, Cllr. M Raw, Cllr. M Baines, Cllr. P Hutchinson, Cllr. S Garbutt, Cllr. C Cussons. Cllr. A Combes, Beverley Williamson – Clerk.

**Others present:** County Cllr. D Jeffels (part meeting), Borough Cllr. H Phillips (part meeting).

## 1. To elect a Chairperson:

Proposed by Cllr. Hutchinson, Seconded by Cllr. M Baines. No other nominations.

**RESOLVED** Cllr. M Almond elected as Chairperson.

2. Cllr Almonds Declaration of Acceptance of Office was made & signed in front of the Proper Officer of the Council.

3. Apologies for absence – none.

## 4. To appoint a Vice Chair:

Proposed by Cllr. Cussons, Seconded by Cllr. S Garbutt.

**RESOLVED:** Cllr. P Hutchinson appointed Vice Chair

## 5. To appoint a Finance Committee & Confirm Three Signatories to the Accounts:

**RESOLVED:** The Finance committee will consist of the Chair, the RFO & Cllrs. Raw, Garbutt & Baines. Cllrs. Garbutt, Raw & Baines will continue to act as signatories on the bank accounts.

6. **RESOLVED:** Standing Orders were reviewed, accepted and re adopted for the forthcoming year.

7. **RESOLVED:** Finance Regulations from NALC reviewed and re adopted.

8. To Review the Councils reserves, asset register, risk strategy & Insurance cover:

Due to unexpected expenditure related to the Cinder Track last year the reserves are down but the council aims to gradually increase them again over time.

Details of the council's assets can be viewed on the Asset register on the WAPC website. The Parish Council Notice Board needs to be added.

The current Risk Assessment needs to be updated & this will be undertaken by the Chair & Clerk.

## 9. Council Policies Review:

Policies all on website for viewing & copies held by Clerk & Councillors. Accepted & adopted for the forthcoming year and statement that anyone wishing to record the meeting would need to seek prior permission.

**10. Representatives –**

**RESOLVED:**

Southern Area Parish Forum: Cllrs. Baines & Hutchinson.

CAP Meetings: Cllr. Almond.

Playing Field Association: Cllr. Raw.

Village Hall: Cllrs. Garbutt & Cussons.

Jubilee Committee: Cllrs. Garbutt & Cussons.

Thomas Farside Trust: Cllrs. Combes & Garbutt.

War Memorial Group: Cllr. Garbutt

Wykeham Lakes: Cllrs. Raw, Almond & Combes.

Friends of Ayton Castle: Cllrs. Cussons & Garbutt

The Meetin closed @7.55

Signed ..... (Chairperson)

Date .....