

# **Cridling Stubbs Parish Council (AGM)**

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(Written questions to be submitted by 21<sup>st</sup> May 2023)

Dian Copley  
Cridling Stubbs Parish Council  
33, Croft Lea  
Cridling Stubbs  
North Yorkshire  
WF11 0AY

5<sup>th</sup> May 2023

Dear Councillor,

Notice is hereby given that the Annual General Meeting of the Parish Council which will be held in the Village Hall on Thursday 25<sup>th</sup> May 2023, at 7.00 pm, when your attendance is required.

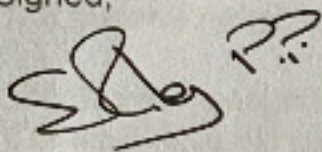
Yours Sincerely  
D. Copley, Clerk CSPC

## **Agenda**

1. Minutes of AGM 2022
2. Annual Report 2022/23
3. Financial Report 2022/23
4. Appointment of Chairman of the Council.
5. Signing of Declaration of Acceptance of Office.
6. Appointment of Vice-Chairman of the Council.
7. Signing of Declaration of Acceptance of Office.
8. Declarations of personal and prejudicial interest, if any.
9. To consider the extent, if any, to which the press or public are to be excluded from the meeting.
10. To receive apologies for absence.
11. The meeting will be suspended for a period of public participation to allow public present to make any comments, raise any matters of community interest or concern on agenda items only.

12. Minutes of the Meeting of the Parish Council held on 30<sup>th</sup> March 2023 to be approved and signed as a true record.
13. To consider and approve the Schedule of Accounts for Payment.
14. To consider and decide whether the Parish Council has any objections or wishes to express support for planning applications (if any) reviewed by Selby District Council since the last meeting of the Council.
15. External/Internal Audit.
16. Parish Council Clerks Position.
17. Direct Debits for 2023
18. Playpark.
19. Any Other Business.
20. Date for the next Parish Council Meeting.

Signed,

A handwritten signature in black ink, appearing to be 'D. Copley', with a small mark resembling a question mark or initials to the right.

D. Copley, Clerk CSPC.

# AGM Meeting of Cridling Stubbs Parish Council

Thursday 25<sup>th</sup> May 2023 – 19:00

**Present;** Chair, Cllr Simon Riley (SR) Vice Chair, Cllr Rod Copley (RC), Cllr Jackie Howarth (JaH), Cllr Jennifer Howarth, (JH) and Dian Copley Clerk and RFO, (DC).

**In Attendance:** 1 Members of the public

The Chair welcomed all to the Parish Council.

**1. Minutes of AGM 2022**

Minutes from the 19<sup>th</sup> May 2023 were agreed by all as a true representative of the meeting.

**2. Annual Report 2022/23**

Summary of 2022/23 Cridling Stubbs Parish Council were given by Cllr SR.

**3. Annual Financial Report 2022/23**

Summary of the of the accounts for Cridling Stubbs Parish Council for 2022/23 were given by Clerk.

**4. Appointment of Chairperson of the Parish Council.**

Cllr Simon Riley was proposed by Cllr R. Copley, Seconded by Cllr J. Howarth. It was RESOLVED that Cllr Simon Riley be Chair for the ensuing year.

**5. Signing of the Declaration of Acceptance of Office.**

Cllr Simon Riley signed his Declaration of Acceptance of Office.

**6. To receive apologies for absence.**

Cllr Ian Phillips (IP), approved of the reason given for absence RESOLVED.

**7. Appointment of Vice Chairperson of the Parish Council.**

Cllr R. Copley was proposed by Cllr J. Howarth, Seconded by Cllr Jackie Howarth. It was RESOLVED that Cllr Rod Copley be Vice-Chair for the ensuing year.

**8. Signing of the Declaration of Acceptance of Office.**

Cllr Rod Copley signed his Declaration of Acceptance of Office.

**9. To consider the extent, if any, to which the press or public are to be excluded from the meeting**

No comments.

**10. Declarations of personal and prejudicial interest if any.**

Cllr SR declared that he had prejudicial interest in that he had paid one invoices that he would be submitting for reimbursement.

**11. Minutes of the Meeting of the Parish Council be approved and signed as a true record.**

Minutes from the 30<sup>th</sup> March 2023 were agreed by all as a true representative of the meeting.

**12. The meeting was suspended for a period of public participation, to enable members of the public present to ask questions.**

No comments.

**13. To consider and approve the Schedule of Accounts for Payment.**  
All Schedule of Accounts for Payment RESOLVED.

Company	Reason	Amount	Chq
Pagemark Solutions	Website Maintenance. Inv 3334, April	£98.40	000008
Pagemark Solutions	Website Maintenance, Inv 3385, May	£98.40	000009
Adams Grounds Maintenance	Mowing Village Grass. March 23 Inv SI-329	£172.00	000007
Adams Grounds Maintenance	Mowing Village Grass. May 23 Inv SI-324	£172.00	000005
Adams Grounds Maintenance	Mowing Village Grass. May 23 Inv SI-332	£172.00	000006
Gallagher Insurance	Public Liability Insurance.	£983.73	000010
Cridling Stubbs Village Hall	Hire of hall for PC meetings, Inv PC08	£60.00	50
Lofthouse & Co Chartered Accounts	Internal Audit and AGAR, Inv 335938	£120.00	000012
S. Riley	Reimburse YLCA Subscription 2023	£63.00	000011
		£1,939.53	

**14. To consider and decide whether the Parish Council has any objections or wishes to express support for planning applications (if any) reviewed by Selby District Council since the last meeting of the Council**  
No comment

**15. External/Internal Audit.**

Completed AGAR and financial report was presented.

- There is a variance between Budget and Bank Account balance (surplus in account) due to two budgeted invoices not presented from 2021 (total value of £136).
- A cheque was requested from the old PC account for £136.80 to reimbursement Cllr RC, but the chq, No.000120 was written for £186.80. The over payment of £50.00 has been requested to be re-paid by Cllr RC.
- The AGAR documents will be published on the 26th May 2023 on the Notice Board and Website. The availability of the records will be until 26th July 2023. Members of the public will need to make an appointment with the Clerk.
- AGAR RESOLVED.

**16. Parish Council Clerk/RFO Position**

Cllr SR reported that the cost of advertising on the National Association of Local Councils (NALC) website was £100 + VAT for the standard package and £300 + VAT for the Premium package. Difference between them is that the Premium package advert goes in the e-marketing mailing for one week.

If no applications were received by the next PC meeting the decision will be taken if the Council advertise on the NALC website.

**17. Direct Debits for 2023.**

Cllr SR proposed that the following Standing Orders require setting up for the coming financial year:

- Information Commission, £35.00 for previous 2 years. Seconded by Cllr JH. RESOLVED.
- Hire of the Village Hall for PC meetings, 2hrs at £15. Due to VH account unable to accept cheques. Seconded by Cllr RC. RESOLVED.

### 18. Play Park.

The monthly visual check on the Play Park equipment, fence and amenities is being carried out, (since July 2022) by Cllr SR dates/any issues found are record.

External Inspection Report of the Play Park and equipment has not as yet been received from the Inspection company. Cllr RC to investigate.

The original quote for a small slide has now gone up by £2,534.69 from £5060.70 to £7595.36. The supplier will be approached to understand the reason behind this increase. Cllr SR to report on next meeting.

### 19. AOB

- a. Cllr JH stated that she had been approached by a member of the Burial Board from Womersley and requested a Cllr of Cridding Stubbs Parish Council, (CSPC) to be nominated to the Board. Cllr JH to liaise with them for more details on this and report back on the next CSPC meeting.
- b. Cllr SR informed CSPC that during his attendance at the Village Hall, (VH) AGM, that the cost to place information into the Womersley Parish Magazine had been discussed and he had informed the VH committee that this cost, £30-£35 per year, had been agreed on a previous CSPC meeting would be paid for by CSPC for both the VH and PC. Cllr JH to report back to the PC on the next meeting.
- c. Cllr SR informed CSPC, as reported on the VH AGM, the boiler in the VH was now out of operation and a new one was required.

### 20. Date for the next Parish Council Meeting

Next PC meeting in the Village hall, on **Wednesday 26<sup>th</sup> July 2023 at 19:00**, (moved from Thursday 27<sup>th</sup> July 2023).

The Chair thanked everyone for attending and the meeting was closed at 20:15.

Signed,



Simon Riley, Chair

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### Action List – 25<sup>th</sup> May 2023

1. Dog waste bins. **Action: Cllr JaH, on-going.**
2. Pot holes, Cobcroft Lane. **Action: Cllr JaH, on-going.**
3. Play park new slide. **Action Cllr SR, on-going.**
4. Play park External inspection **Action: Cllr RC**
5. Womersley Parish Council Magazine. **Action: Cllr JH.**
6. Burial Board **Action: Cllr JH**
7. Advertisement for new Clerk. **Action: Cllr SR.**
8. Over payment made to Cllr RC **Action: Cllr SR.**