



Yapham cum Meltonby Parish Council www.yaphamcummeltonby.co.uk

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ANNUAL MEETING

Minutes of the Annual meeting of the Parish for Yapham cum Meltonby Parish Council

on 9th May 2023 in Yapham Village Hall at 7.00pm

Present: Cllr Arnold, Cllr Bradley (chair), Cllr Gray, Cllr L Hammond, Cllr M Hammond, Cllr Thompson, Clerk, Ken Moverly (Village Hall Committee), Rev. Mark Poole (St Martin's Church) and one member of the public.

1. No Apologies – all present
2. **Agreed:** Councillor Patricia Bradley was appointed Parish Council Chairman and signed the declaration of acceptance of office. Proposed Cllr L Hammond and seconded by Cllr Arnold.
3. **Agreed:** Councillor Philip Arnold was appointed Parish Council Vice-Chairman and signed the declaration of acceptance of office. Proposed by Cllr Gray and seconded by Cllr L Hammond.
4. To elect Members to represent the PC on the following:
 - Personnel Committee – **Agreed:** Cllr Arnold (Chair), Cllr Gray, Cllr Thompson. Proposed by Cllr L Hammond and proposed by Cllr M Hammond.
 - Neighbourhood Watch – Position vacant: Provisions are in place to relay news and updates to members of the parish via email and the general community communications.
5. Chairman's Report from Cllr Bradley: See appendix
6. **Received:** Yapham cum Meltonby Parish Council Internal Audit Report with Summary of Receipts and Payments for the year ending 31st March 2023 (council extended thanks to the Internal auditor and the clerk)
7. **Agreed - signed by Chair and Clerk:** External Auditor's Certificate of Exemption 2022/2023
8. **Agreed - completed and signed by Chair and Clerk:** Annual Governance Statement 2022/2023
9. **Agreed - signed by Chair and Clerk:** Accounting Statements 2022/2023
10. **Noted** – Dates for Exercise of Public Rights set for 5th June to 14th July 2023 inclusive.
11. **To approve financial arrangements for the coming year:**
 - a) Financial Standing Orders - **Agreed**
 - b) To appoint an internal auditor – **Agreed:** Emma Fletcher to continue if it is her wish.
12. Provisional date for the next Annual Meeting. Provisionally Tuesday 14th May 2024

Meeting closed at 7:35PM

