

STANTON & STREATLAM PARISH COUNCIL

Annual Parish Council Meeting held on 19th May 2022 in
Stainton Village Hall

Present N B Hutchinson (NBH) J Rowlandson (JR) J Teasdale (JT)
J Taylor (JMT) B Toulson (BT) A Dobinson (AD)
S Chapman (SC) (Clerk)

- 1. Apologies** None – All councillors present
- 2. Declarations of Interest** None
- 3. Minutes of March meeting** Proposed by JMT, seconded by JT.

4. Election of Chair and Vice-Chair

J Rowlandson proposed as Chair, councillors approved. A Dobinson proposed as Vice-Chair and approved by councillors and both signed acceptance of office.

5. Adoption of Responsibilities

Responsibility	Member
DCC Liaison/Parish forum	J Rowlandson
Quarry Liaison Representative	B Toulson
Teesdale Residents' and Travellers' Forum	J Rowlandson
Internal Inspection of Accounts	J Cluer
Cheque Signatories	J Teasdale B Hutchinson
Playground Officers	J M Taylor
Environmental, Footpaths and Trees	J M Taylor
Village Hall and Residents	J Teasdale B Toulson
Stainton Grove Liaison Officer	A Dobinson
Press Officer	Clerk

- 6. Approval of Asset Register** (as at 1st May 2022) – agreed, (planters for Stainton in Bloom to be included on the register.
- 7. Approval of Risk Register** (as at 1st May 2022) – see attached document.
- 8. Insurance cover for 2022 – 2023** – approved for renewal with BHIB.
- 9. Annual Governance and Accountability** – for year ending 31st March 2022.
 - 9.1 Clerk's Report – Prepared accounts inspected and approved by the Internal Auditor, Miss J Cluer. AGAR documentation completed and checked for council approval and signing.
 - 9.2 Annual Internal Audit Report noted.
 - 9.3 Annual Governance Statement approved.
 - 9.4 Accounting Statements approved.
 - 9.5 Certificate of Exemption approved.
Annual Governance Statement signed by Chair and Clerk.
Accounting Statement signed by Chair.
 - 9.6 Commencement date for the Exercise of Public Rights to be Monday 13th June to Friday 22nd July, (30 working days)
 - 9.7 The Clerk is confirmed as the RFO (Responsible Financial Officer) for the financial year.
- 10. Internal Auditor** – Miss J Cluer was appointed for the 2022-23 audit.
- 11. Budget Requirements for the forthcoming year** – to include staff costs; Grass-cutting; insurance and subscriptions.
Provisional budgetary requirements may include new safety surfaces in the play area; purchase of trees to commemorate HRM Platinum Jubilee and Prince Phillip; provision of Christmas lights in the village; plants to refill the village planters and we will once again look into provision of electronic speed signage.