

MINUTES
Meeting of the Parish Council
Held 27 May 2024



1. **ELECTION OF CHAIRMAN 2024/25**
RESOLVED: that Cllr Duke be elected Chair of Erringden Parish Council for the Council Year 2024/25
2. **SIGNATURE OF DECLARATION OF OFFICE**
To be signed at the next meeting
3. **APOLOGIES FOR ABSENCE AND REASONS**
Apologies were received from Cllr Duke
4. **ELECTION OF VICE CHAIRMAN 2024/25**
RESOLVED: That Cllr Gibbon be elected Vice Chair of Erringden Parish Council for the council year 2024/25
5. **VACANCY OF COUNCILLOR FOR ERRINGDEN PARISH COUNCIL**
The Clerk updated that this vacancy is still available to be filled by cooption.
6. **MINUTES OF THE MEETING HELD 18 APRIL 2024**
RESOLVED: To approve the minutes as a correct record.
7. **MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD 18 APRIL 2024**
Cllr Richardson will undertake the Off to a Flying Start Training in September.

Cllr Richardson gave an update regard work on the bench at Horsehold. Cllrs Thanked him for his work.

The Clerk will bring details of possible benches to the next meeting.
8. **ELECTION OF REPRESENTATIVES TO SERVE ON EXTERNAL BODIES**

RESOLVED: To assign Councillors to outside bodies for 2024/25.

a) Safer Cleaner Greener – No representative – the clerk may attend as appropriate

b) YLCA South Pennines Branch – Cllr Greenwood & Cllr Gibbon

c) Town & Parish Council Liaison Committee – To invite Cllrs as meetings present

9. MODEL FINANCIAL REGULATIONS

The clerk will review the new Model Financial Regulations and present them to a future meeting of the council for adoption.

10. APPROVAL OF STANDING ORDERS

RESOLVED: To adopt the Standing Orders as they exist for the council year.

11. REVIEW OF DELEGATION ARRANGMENTS

RESOLVED: That the Clerk has delegated Powers to spend up to £1000 where it is necessary for the purpose of the organisation.

12. CLERKS ASSURANCE OF COMPLIANCE WITH PENSION AUTO-ENROLMENT AND PAYE REAL TIME INITIATIVE

RESOLVED: That the Council is compliant.

13. REQUIREMENT TO COMPLY WITH CODE OF CONDUCT AND REGISTER OF FINANCIAL INTERESTS

The Clerk gave a reminder to all members of their obligation to abide by the code of conduct.

14. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

a) To certify Erringden Parish Council as exempt from external audit for the year 2022/23.

RESOLVED: That Erringden Parish Council is exempt.

b) To note the Annual Internal Audit Report for 2022/23 included at page 4 of the Annual Governance and Accountability Return 2022/2023.

RESOLVED: to note the annual Audit Report

c) To approve Section 1 – Annual Governance Statement 2022/23 for Erringden Parish Council on page 5 of the Annual Governance and Accountability Return 2022/23.

RESOLVED: To approve Section 1

d) To approve Section 2 – Accounting Statements 2022/23 for Erringden Parish Council on page 6 of the Annual Governance and Accountability Return 2022/23.

RESOLVED: To approve Section 2

e) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities.

RESOLVED: To approve the publication of Documents

15. CORRESPONDENCE

To receive correspondence

a) Heptonstall Exhibitions and Naylor Trusts Council Representative

RESOLVED: To include their information on the EPC website and to include on the next agenda in respect of funding/donation.

16. PAYMENTS & RECIEPTS

To authorise payment of invoices

a) YLCA Training	£70.20
b) YLCA Membership	£133.00
c) Sticks and Stones Treeworks	£250.00
d) Marianne Brearly Audit	£100.00

RESOLVED: To pay the accounts

17. DATE AND TIME OF THE NEXT MEETING

Thursday 18th July 2024 at 7:30pm