

MINUTES OF THE MEETING HELD

Thursday 22 May 2025 at 7.30pm.



PRESENT: Cllrs Greenwood, Gibbon, Duke

CLERK: E Green

1. ELECTION OF CHAIRMAN 2025/26

RESOLVED: Cllr Gibbon be Chairman for the forthcoming year.

2. SIGNATURE OF DECLARATION OF OFFICE

The elected councillor to sign the Declaration of Office

3. APOLOGIES FOR ABSENCE AND REASONS

There no apologies for absence.

4. ELECTION OF VICE CHAIRMAN 2025/26

RESOLVED: Cllr Greenwood be Vice Chairman for the forthcoming year.

5. MINUTES OF THE MEETING HELD 26 March 2025

RESOLVED: To approve the minutes as a correct record.

6. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD 18 APRIL 2024

RESOLVED: To approve the bench to be ordered as outlined.

The matter of co-option's was discussed and Cllrs will approach interested parties.

7. ELECTION OF REPRESENTATIVES TO SERVE ON EXTERNAL BODIES

- a) Safer Cleaner Greener - Clerk to attend where appropriate
- b) YLCA South Pennines Branch – Cllrs Greenwood and Gibbon
- c) Town & Parish Council Liaison Committee – Clerk to attend

- 8. APPROVAL OF STANDING ORDERS AND FINANCIAL REGULATIONS**
RESOLVED: To approve the Standing Orders and Financial Regulations.
- 9. REVIEW OF DELEGATION ARRANGMENTS**
RESOLVED: to confirm the existing delegation arrangements are appropriate.
- 10. CLERKS ASSURANCE OF COMPLIANCE WITH PENSION AUTO-ENROLEMENT AND PAYE REAL TIME INITIATIVE**
The clerk confirmed compliance.
- 11. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN**
To be considered at the next meeting.
- 12. CORRESPONDANCE**
a) Heptonstall Festival
b) YLCA
c) Meeting of Parishes Re. Windfarm
- RESOLVED: To note the information
- 13. INSURANCE RENEWAL**
RESOLVED: To approve the renewal of insurance for the year 2025-26
- 14. Payments & Receipts**
RESOLVED: to pay the following accounts
YLCA Membership £71.00
- 15. DATE AND TIME OF THE NEXT MEETING**
The next meeting will be held on 27.6.25 at 2:30pm

MINUTES OF THE MEETING HELD

Friday 27 June 2.30pm



PRESENT: Cllrs Gibbon, Greenwood, Duke

CLERK: E GREEN

16. APOLOGIES FOR ABSENCE AND REASONS

There were no apologies for absence

17. DECLARATION OF INTERESTS

There were no interests declared.

18. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

a) RESOLVED: To certify Erringden Parish Council as exempt from external audit for the year 2024/25.

b) RESOLVED: To note the Annual Internal Audit Report for 2024/25 included at page 4 of the Annual Governance and Accountability Return 2024/2025.

c) RESOLVED: To approve Section 1 – Annual Governance Statement 2023/25 for Erringden Parish Council on page 5 of the Annual Governance and Accountability Return 2024/25.

d) RESOLVED: To approve Section 2 – Accounting Statements 2024/25 for Erringden Parish Council on page 6 of the Annual Governance and Accountability Return 2024/25.

e) RESOLVED: 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.