

# Constable Burton and Finghall Parish Council

Minutes for Annual Meeting of the Parish Council on 19th May 2025 at 7.00pm in  
Constable Burton Reading Rooms

Present: Cllrs Smith, Hale, Gelder, Dalton, Allinson

1. Welcome by the Chairman. Cllr Smith welcomes all.
  2. Apologies and reasons for absence. None received.
  3. Election of Officers. It was resolved for the Chairman to remain as Cllr Smith (Declaration of Acceptance of Office signed), and Vice Chairman Cllr Allinson.
  4. Financial report.
    - External audit – approval of Annual Governance Statement 24/25. Cllrs resolved to accept and sign this document.
    - Appointment of Internal Auditor. Margaret Goldie to be retained as the internal auditor, the cost will be £30.
    - Adoption of the accounts for year ending 31<sup>st</sup> March 2025. Bank reconciliation and annual accounts distributed to all Cllrs.
    - Summary of accounts 24/25:
      - Incoming
      - Precept £10,000
      - Donation £600
      - Funding £2000
      - Outgoing
      - Website £670
      - Wages & admin (YLCA membership, wages, audit, hall hire) £5200
      - Insurance £375
      - Projects (Speed surveys, signpost for VAS, Hauxwell defib) £2300
      - Park inspections £360
    - Discussion about future projects. Small supply of emergency equipment, relating to the new Community Emergency Plan currently being developed.
  5. Parish Council documents annual review (Standing Orders, Asset Register, Complaint's procedure, FOI Policy). Clerk suggested that the Financial Standing Orders are the next document that requires implementing, clerk will work on this and forward draft to Cllrs.
  6. Appointment of two Parish Council YLCA representatives. Clerk & Cllr Gelder appointed.
  7. Time and location of meetings for the following year, all will be in the Reading Room as The Queens Head isn't open on Mondays.
    - 4<sup>th</sup> August
    - 10<sup>th</sup> November
    - 9<sup>th</sup> February
    - 11<sup>th</sup> May
- Meeting closed: 7.22pm