

Osmaston and Yeldersley Parish Council
Annual Meeting of the Council
Tuesday 21st May 2019 - Shoulder of Mutton, Osmaston

Minutes

In Attendance:

Cllr Paul Cranstone, Cllr T John Hall, Cllr John Naylor, Cllr Daniel Wright

1) Attendance & Completion of Acceptance of Declaration of Office and Register of Pecuniary Interests

The Declaration of Office and Register of Pecuniary Interests were signed off by:
Cllr J Naylor, Cllr T J Hall, Cllr Cranstone and Cllr Wright.
Cllr Woodrow was absent.

2) Election of Chair

Cllr Cranstone proposed Cllr T John Hall, seconded by Cllr Naylor. All Cllrs approved. Cllr Hall accepted and signed the Declaration of Acceptance of Office (Chair).

3) Election of Vice Chair

Cllr Naylor proposed Cllr Wright, seconded by Cllr Cranstone. All Cllrs approved. Cllr Wright accepted and signed the Declaration of Acceptance of Office (Vice-Chair).

4) Chair's Report

Cllr Hall read out his report for the period April 2018 – March 2019 to the Annual Meeting of the Parish Council.

5) Approval of the Minutes of the 2018 Annual Meeting of the Council

The Minutes were approved by all Cllrs and signed off by the Chair, Cllr T John Hall.

6) Approval/signing of the Certificate of Exemption - Annual Return 2018 - 2019 - Chair & Clerk

Cllrs approved the signing of the Certificate of Exemption. The Chair, Cllr Hall and the Clerk, Fiona Raistrick signed off the Certificate of Exemption

7) Approval/signing of the Annual Return 2018 - 2019 - Section 1 – Annual Governance Statements - Chair & Clerk

Cllrs approved the signing of Section 1. The Chair, Cllr Hall and the Clerk, Fiona Raistrick signed off Section 1.

8) Approval/signing of the Annual Return 2018 – 2019 – Section 2 – Accounting Statements – Chair & Clerk

Cllrs approved the signing of Section 2. The Chair, Cllr Hall and the Clerk, Fiona Raistrick signed off Section 2.

Action: Clerk to send off Certificate of Exemption and Contact Details to Auditor (External)

9) For Information & Discussion – Auditor's Report

Cllr Hall read out the internal Audit Report for comment. Cllrs had no comments. Cllr Hall thanked the Clerk for her work on the Annual Return.

*T. John Hall
16/7/19*

- 10) **Discussion & Approval of Statutory Documents**
Standing Orders 2019 - 2020 – Approved by Cllrs, no comments.
Financial Regulations 2019 – 2020 – Approved by Cllrs, no comments.
Fixed Asset Register 2019 – 2020 – Approved by Cllrs, no comments.
Risk Assessment 2019 – 2020 – Approved by Cllrs, no comments.

- 11) **Insurance Cover 2019 - 2020**
The Parish Council is entering the third year of a three year deal offered by Ageas, the fee this year is £300.96 per year, including tax.

- 12) **Meeting Dates & Times 2019 - 2020**
It was agreed to keep the meeting schedule to the third Tuesday of every other month with the exception of September when the Parish Council will meet on the fourth Tuesday of the month.

It was agreed that the Parish Council could meet in the Lounge Bar if the games room was occupied. The Lounge Bar would be closed to customers.

The meeting ended at 8:14pm

C. G. 1/1/19