



# SHAROW PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting

**DATE:** Monday 20<sup>th</sup> May 2024  
**TIME:** 7.00pm  
**LOCATION:** Sharow Village Hall  
**PRESENT:** Councillors Robert Forber (Chair), Alison da Costa, Gemma Escott, Chris Gilbert, Gary Simpson  
**CLERK:** Nick Reed (minutes)  
**IN ATTENDANCE:** Four Members of the Public

<b>AM24.01</b>	<b>Election of a Chairperson</b> It was RESOLVED that Cllr Robert Forber be elected as Chair of the Parish Council, and he duly signed the Acceptance of Office
<b>AM24.02</b>	<b>Election of a Vice-Chair</b> It was RESOLVED that Cllr da Costa be elected as Vice-Chair of the Parish Council, and she duly signed the Acceptance of Office.
<b>AM24.03</b>	<b>Apologies</b> Apologies were received and accepted from Cllrs Paul Humberstone and Chris Thomson
<b>AM24.04</b>	<b>Council documents</b>
<b>24.041</b>	<b>Standing orders:</b> It was RESOLVED that these be re-approved and re-adopted.
<b>24.042</b>	<b>Financial regulations:</b> It was RESOLVED that these be re-approved and re-adopted.
<b>24.043</b>	<b>Asset register:</b> It was RESOLVED that this be re-adopted.
<b>24.044</b>	<b>Code of Conduct:</b> It was RESOLVED that this be re-approved and re-adopted.
<b>24.045</b>	<b>Risk assessment:</b> It was RESOLVED that this be re-adopted.
<b>24.046</b>	<b>Data protection policy:</b> It was RESOLVED that this be re-adopted.
<b>AM24.05</b>	<b>Audit matters for the year ended 31<sup>st</sup> March 2024</b>
<b>24.051</b>	<b>Certification of exemption.</b> The council considered the level of activity and internal auditor's report from 2023-24 and RESOLVED to declare itself exempt from external audit for that financial year.
<b>24.052</b>	<b>Approval of Annual Governance Statement.</b> This was read and it was RESOLVED to approve the statement as submitted on the Annual Return.
<b>24.053</b>	<b>Approval of annual receipts and payments accounts.</b> These were considered and it was RESOLVED to approve them.
<b>24.054</b>	<b>Approval of the Statement of Accounts of the Annual Return.</b> This was considered and it was RESOLVED to approve it.
<b>AM24.06</b>	<b>Yorkshire Local Councils Association</b> It was RESOLVED to appoint the Clerk and Cllr Forber as voting representatives to YLCA Branch meetings.

The meeting closed at 7.20pm

These minutes were recorded and prepared by Nick Reed, Clerk to the Council