

Shadforth Parish Council

Minutes

of an Extraordinary meeting of Shadforth PARISH COUNCIL held on Tuesday 13th July 2021 at 6pm at Sherburn Hill Hub, Sherburn Hill.

In attendance: Cllrs Wendy Martin, Graeme Kell, Debra Thompson, Emma Beattie.
Members of the public: Liz Nelson, Ian Jackson, Struan Jackson

1. **Apologies for Absence:** Cllr Flude & Cllr Davison
2. **Declarations of Interest:** Wendy Martin as trustee of Sherburn Hill Hub (item 5 – Venues)
3. **Annual Governance & Accountability return**
 - i. Noted: The Annual Internal Audit Report 2020-2021 had been received.
 - ii. Resolved: The Annual Governance Statement 2020-2021 was approved
 - iii. Resolved: The Annual Accounting Statements 2020-2021 were approved

Members could not agree to all the statements in the Annual Governance Statement. The acting clerk and internal auditor were unable to find a risk assessment in the paperwork received from the outgoing clerk. We have prioritised this for 2021/22 and have taken steps to work with the internal auditor to identify a template and begin to carry out the risk assessment.

Members were unable to satisfy themselves that potential litigation occurring during the year was properly considered with due diligence. Members are aware of potential legal proceedings being taken by the previous council without consideration for the potential financial cost to the Parish Council. Members agreed to prioritise this for 2021/22.

4. **Payment of Invoices:**
 - i. Resolved: the insurance policy and payment of invoice was approved
 - ii. Resolved: The payment of invoices for Parish Paths and cemetery grass cutting was approved
 - iii. Resolved: The payment for Parish Clerk job advert was approved

5. **Venues for future meetings**
 - i. Resolved: All Parish Council meetings to be held alternately in Sherburn Hill hub and Shadforth Village Hall with the September meeting in Shadforth.

6. **Update from Councillors:**
 - i. Debra Thompson provided an update on the defibrillator project:– the Salvation Army are willing to house the defibrillator in Sherburn Hill, there has been discussion with Shadforth Village association to produce and circulate CPR training leaflets around the villages, litter picking in the summer would be organised dependent on insurances, and councillors would be gathering views and ideas about preferred play equipment from residents on social media.

Meeting closed at 19.00

Minutes prepared by Emma Beattie, Acting Clerk to the Council

on 14.7.2021 and Approved by Position..... On (Date):.....