

**Minutes of the Annual Council Meeting of Denby Dale Parish Council held on Tuesday 2 June 2020
in the Civic Chamber, Council Offices, Skelmanthorpe**

Members Present: **Chairman before election** - **Vacant (previously Cllr Gott)**
 Chairman after election - **Cllr Neil Denby**

Cllrs: Cllrs R Brook, P Flinders, M Blanshard, C Naylor, K Waites, M Wood, J Patterson, W Simpson, S Hellewell, S Merry, L Newton, A Baskeyfield, N Denby, E Shaw, K Carr, G Turner & N Gemmell

20/001 Election of Chairman

RESOLVED that **Cllr Denby** be appointed Chairman of the Parish Council until the next Annual Council Meeting.

(Proposed: Cllr Shaw, Second: Cllr Blanshard)

20/002 RESOLVED that the declaration of acceptance would be signed as soon as possible following the meeting

20/003 Presentation to Retiring Chairman & Vote of Thanks

Cllr Denby thanked Cllr Gott on behalf of the Council for all the hard work and long hours he put in for the Council particularly around the Council Building.

20/004 Election of Vice Chairman

RESOLVED that **Cllr Waites** be appointed Vice-Chairman of the Council until the next Annual Council Meeting.

(Proposed: Cllr Shaw, Second: Cllr Simpson)

20/005 Apologies for Absence

No apologies for absence were received. Cllrs Cook and Slater were absent.

RESOLVED that the reasons submitted be approved.

20/006 Open Session

No members of the public wished to speak.

20/007 Minutes of the last meeting

RESOLVED that the following minutes be approved:

Full Council – 3 March

Finance & General Purposes Committee – 10 March

20/008 To Receive the Annual Accounts 2019/20 The statutory requirement for all councils/parish meetings to approve Section 1 (the Annual Governance Statement) before Section 2 (The Accounts)

A: Internal Audit Report and Review of Effectiveness of Internal Audit– **RESOLVED** that the report submitted by the internal auditor, Samantha Sutcliffe of Torevell Dent, be approved. **RESOLVED** that the Review of Effectiveness of Internal Audit be approved.

B: Annual Return – **RESOLVED** that the Annual Governance Statement (Section 1) of the Annual Return be i) considered by the members, ii) approved and adopted by resolution of the council and iii) signed by the Chairman and sent to the auditors

C: Annual Return – **RESOLVED** that the Accounting Statements (Section 2: The Accounts) of the Annual Return be i) considered by the members, ii) approved and adopted by resolution of the council and iii) signed by the Chairman and sent to the auditors

Both Sections were considered as directed by law.

D: Publication of Documents; **RESOLVED** that the documents required by Accounts and Audit Regulations 2015 be published.

E: Annual Accounts 2019-20 - **RESOLVED** that the annual accounts for 2019-2020 for the parish council be approved.

20/009 Finance Matters

- **Orders for Payment: RESOLVED** that orders for payment no.757, 758, and 759 be approved for payment, totalling £32,367.17.

- **Payment of Salary: RESOLVED** to authorise the payment of the Clerk's and Countryside Officer's April, May and June Salaries, HMRC and WYPF

20/010 The Clerk formally reported the Vacancy in Emley Ward, as no election had been called, co-option procedures were now in place, it was agreed that this be carried over to the September meeting.

20/011 Adoption of additional Standing Orders for Remote Meetings – **RESOLVED** that the additional Standing Orders be adopted

20/012 Decisions made by Clerk during lock-down to date – **RESOLVED** that the decisions made were approved

20/ 013 Date of next Full Council Meeting – 7 July

Signed..... (CHAIRMAN)