

Mrs. Margaret Warren  
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4th October 2018.

For attention of Ms. Bridget Skaife,  
Ryedale District Council,  
Ryedale House,  
Malton,  
YO17 7HH.

Your ref. BS/LEGAL-14-00012

Dear Ms. Skaife,

**Transparency Code for Smaller Authorities**  
**(Transparency Requirements)(England) Regualtions 2015/494**

Please find attached copy of the Minutes of Meeting of Birdsall Parish Council held on 17th May 2018 and Agenda for a Meeting to be held on Thursday 11th October 2018 for publication on your open data website.

Many thanks.

Yours sincerely,

*Margaret Warren*

Clerk to Birdsall Parish Council

17 May 2018

A Meeting of Birdsall Parish Council was held on Thursday 17<sup>th</sup> May 2018 at 6. pm. at the Estate Office, Birdsall.

Present: Lady Middleton, Mr. T. Butterworth, Mrs. R. Farndale, Mrs. S. Hart

In attendance: Mr. S. McMillan, Mrs. J. Sanders, and Mrs. M. Warren (Clerk)  
Mrs. Bridget Scoufe (Ryedale District Council Community Officer).

Apologies: Apologies for absence were received from Mr. B. Stone.

Election of Chairperson: It was proposed by Mrs. S. Hart and seconded by Mr. T. Butterworth that Lady Middleton be elected Chairperson. This was approved by all Members, Lady Middleton accepted and took the Chair.

Minutes: The Minutes of the last Meeting held on 26<sup>th</sup> March 2018, having been circulated to all Members, were signed as a true record.

Matters Arising: Update from Councillor Keane Duncan:

North Grimston Hill - trying to arrange a site meeting

Roads - all requests were being considered (Sharon Fox, N.Y.C.C.)

Highways: Customer Communications Officer's letter of 2nd May 2018 refers.

Fly tipping - Bridget Scoufe has this in hand.

Police Meeting - trying to arrange a meeting.

Old Vicarage North Grimston - The Planning Application from Mr. E.

Hartshome was approved by Ryedale District Council with the following conditions:

- 1) The 'garden cottage' shall be used only by family members and shall at no time be occupied as a separate dwelling.
- 2) The north facing window of the 'garden cottage' shall be non-opening and be permanently glazed with opaque glass

Risk Management: All Members considered the risk management assessment as set out in the "Government and Accountability of Local Councils" publication and agreed there were no financial or other risks to be dealt with.

Accounts: All Members received a copy of the Receipts and Payments Account and the Bank Reconciliation Statement for the year ending 31st March 2018 which were approved and signed.

Local Councils Annual Return for year to 31st March 2018. A Certificate of Exemption was completed and signed by the Clerk and the Chairperson

Approval of Annual Governance Statement:

Section 1 - The Annual Governance Statement for the year ending 31st March 2018 - was approved by all Members and signed by the Chairperson and the Clerk.

Approval of Annual Accounting Statement:

Section 2 - Accounting Statement for the year ending 31st March 2018 - certified by Margaret Warren (Clerk) on the 30<sup>th</sup> April 2018 - was approved by all Members and signed by Lady Middleton (Chairperson)

Internal Auditor:

It was agreed Mr. Robin Holmes, or failing him Mr. Alan Murphy be appointed Internal Auditor.

Ryedale District Council's Consultation re Election Charges Survey:

All Members had received a copy of Ryedale District Council's Report to the Policy and Resources Committee recommending Parish Councils be recharged for scheduled Parish Council Elections from 2023 based on contested Elections a rate of £2 per elector and for uncontested Elections a flat fee of £50. The Clerk was instructed to complete the Survey form stating the Parish Council would have no choice on introducing the timescale or the proposed fees and that the implications would mean having to increase the precept significantly.

Any other Business:

Bridget Staife, Ryedale District Council's Community Officer, explained the role she plays and pointed out she is our first point of contact, be it abandoned vehicles, dog fouling, fly tipping, gypsies, etc. etc. Lady Middleton thanked Bridget for her informative contribution to the Meeting.

There being no further business the Meeting closed at 7.15. p.m.