

# Sherburn Parish Council

Clerk to the Council, 34 West End View, Cayton, Scarborough, YO11 3SP

Tel: 01723 584851 Email: [sherburnpcclerk@outlook.com](mailto:sherburnpcclerk@outlook.com)

---

The Annual Parish Meeting for the Parish of Sherburn was held on Monday 15<sup>th</sup> May 2017 in the Methodist Chapel commencing at 7:15pm

## 1. Election of 2017/18 Chairman

Councillor Chris Miles was re-elected to the position of Chairman for the year 2017/18

This was proposed by Cllr Waller and seconded by Cllr Oulton

## 2. Chairman's Declaration of Acceptance of Office

Cllr Miles read and signed the declaration of acceptance of office. This was witnessed by the Clerk.

## 3. Apologies

Cllr Walker – Stabler Apologies received and accepted

Cllr Blyth Apologies received and accepted

District Cllr Raper Apologies received and accepted

## 4. Appointment of a Vice-Chairman

Cllr Walker-Stabler was appointed as the vice-chairman.

This was proposed by Cllr Oulton and seconded by Cllr Peel

## 5. Appointment Finance Committee And Account Signatories

Councillors Skelton, Cade and Oulton are to continue as Sherburn Parish Council's Finance Committee. Cllr Miles is to become the third signatory on the bank account, along with Cllr Skelton and Cllr Cade. Forms are to be obtained by the Clerk for signing at the June Ordinary Meeting.

## 6. Completion of Annual Governance Statement 2016/17

Statement was read out by the Clerk to the Councillors for agreement. All statements were agreed upon and statement was signed by the Chairman and the Clerk for presentation to the external auditor.

## 7. Approval of the Accounting Statements 2016/17

A copy of the statement was given to each of the Councillors for agreement. All figures were agreed upon and statement was signed by the Chairman and the Clerk for presentation to the external auditor.

## 8. Review of Parish Council's reserves and assets, risk strategy and insurance cover.

All reserves and asset register were confirmed as correct, although it was asked that the drum be removed from the register as the Methodist Chapel has now taken ownership of it.

Risk strategy and the insurance cover were also confirmed as correct.

## 9. Review of Standing Orders

The Clerk confirmed that no changes had been made to the Standing Orders, except to make definite the details used in the model document which was previously approved. The clarified Standing Orders were approved by all Councillors present.

Approved:

-----

**10. Review of Financial Regulations**

Again, the Clerk confirmed that no changes had been made to the Regulations, except to make definite the details used in the model document which was previously approved. The clarified Regulations were approved by all Councillors present.

**11. Review of all other Council policies**

The Clerk confirmed that all policies remained the same as previously approved. Policies were approved by all Councillors present.

**12. Appointment of representatives for the Council with outside bodies.**

Chairman Cllr Chris Miles  
Vice Chairman Cllr Ian Walker-Stabler

**Finances**

Signatories to Accounts  
Cllr Chris Cade  
Cllr John Skelton  
Cllr Chris Miles

Finance Committee  
Cllr Chris Cade  
Cllr John Skelton  
Cllr Alison Oulton

**Representatives To Outside Bodies**

Police Liaison (CAP and Neighbourhood Watch)  
Cllr Chris Miles

Sherburn Village Hall  
Cllr Chris Miles  
Cllr Alison Oulton

Ryedale Branch YLCA  
Cllr Chris Miles  
Parish Clerk – Miss Sarah Lathwood

Parish Liaison At Ryedale District Council  
Cllr Chris Miles

Street Lighting  
Cllr Ian Walker-Stabler  
Parish Clerk – Miss Sarah Lathwood

Annual Meeting concluded at 7:35pm

Signed..... Chairman

19<sup>th</sup> June 2017