**Wednesday 22 May 2019 7.30pm, WI Hut, Loversall**

**In Attendance:** Councillors: Nicola Harris, Spencer Morris, Nigel Tomlinson, Keith Wilson

DMBC Councillors: Nigel Cannings, Martin Greenhalgh

**Clerk to the Council:** Lindsay Wilson

**Apologies received:** None

1. **Election of Chair:** Cllr Keith Wilson was nominated and elected to be Chairman for the year 2019-2020

**Proposed:** Cllr Tomlinson **Seconded:** Cllr Harris

1. **Declaration of Acceptance of Office:** Cllr Wilson signed the said declaration form
2. **Election of Vice Chair:** As previously agreed in last year’s meeting, that Councillors should take this role in alphabetical turn – Cllr Morris was nominated and elected to be Vice Chair for the year 2019-2020

**Proposed:** Cllr Harris **Seconded:** Cllr Tomlinson

1. **Declaration of Acceptance of Office:** Cllr Morris signed the said declaration form
2. **Minutes of Annual General Meeting for Loversall Parish Council held on 23.05.18** (previously circulated on 10.06.18), previously accepted as a true record of that meeting, were ratified.

**Proposed:** Cllr Morris **Seconded:** Cllr Harris

1. **Matters arising from these Minutes:** 
   1. **NatWest Bank:** The process of enabling all the councillors to be signatories is still incomplete - Cllr Wright is to visit the bank with the Clerk in an attempt to finalise the process. Cllr Wilson observed that the current banking arrangements are not easy for the Parish Council to function efficiently and that consideration may need to be given to changing the provider,
2. **Review/Adoption of:** It was noted that there have been no significant changes in any of the following policies in the last year, and that they should be accepted en bloc.
   1. **Standing Orders v4:**
   2. **Delegated Powers**
   3. **Employment Policies:**
      * **Health and Safety**
      * **Equal Opportunities**
      * **Sickness Absence**
      * **Disciplinary and Grievance**

**Proposed:** Cllr Harris **Seconded:** Cllr Tomlinson

1. **Review/Adoption of Financial Regulations:** Unchanged.

**Proposed:** Cllr Harris **Seconded:** Cllr Tomlinson

1. **Review of Insurance Cover**: A 5 year Long Term Agreement with Zurich Municipal was set up in 2017 and continues.

**Cheque no.331 for £210.00 for the year 2019/2020 was signed**

1. **Finance:**
   1. **Financial statement 2018 -2019**: seen and approved at a previous meeting was presented, noting that there were still unfulfilled commitments relating to 2018/19

**Proposed:** Cllr Harris **Seconded:** Cllr Morris

1. **Estimates and Risk Assessments 2018-2019:** 
   * 1. **PAYE system for Clerk:** now in place
     2. **Bank signatories:** continues to be addressed
     3. **Repair of bus shelter roof:** Has now been completed by a local firm,

**Cheque No. 330 for £120.00 was signed**

1. **Appointment of Internal Auditor for 2019-2020:** Mr Mike Gornall has agreed to perform this function again

**Proposed:** Cllr Morris **Seconded:** Cllr Harris

1. **Appointment of Representatives for Yorkshire Local Council Association:** Cllrs Harris and Wright (in absentia) agreed to perform this role for Loversall Parish Council and allow their details to be forwarded to YLCA.
2. **Dates for Parish Council Meetings 2019-2020** (subject to availability of WI Hut)

**Wednesday 19 June 2019**

**Wednesday 23 October 2019**

**Wednesday 8 January 2020**

**Wednesday 18 March 2020**

**Wednesday 20 May 2020 (to include AGM and Annual Parish Meeting)**

This meeting closed at 20.10hrs

Signed ……………………………………………………. Date ………………………………………………

Chair