

NETHERWITTON PARISH COUNCIL

**DRAFT MINUTES OF THE ANNUAL MEETING HELD ON
TUESDAY 20TH MAY 2025
AT 5.30 PM IN NETHERWITTON VILLAGE HALL**

Present:

Councillors: John Trevelyan
Geoff Robson
Alun Moore

Clerk: D Smith

Apologies: M Robson

One member of the public was also present.

01/25 **Election of Chairman for 2025/26**

Proposals for Chairman for the forthcoming year were invited.

Councillor Trevelyan was proposed and seconded. The vote was unanimous.

The Declaration of Acceptance was duly signed.

02/25 **Election of Vice Chairman for 2025/26**

Proposals for Vice Chairman for the forthcoming year were invited.

Councillor G Robson was proposed and seconded. The vote was unanimous.

03/25 **To Sign and Complete the Declaration of Acceptance of Office**

The above acceptance forms were signed prior to the meeting by all present.

RESOLVED

Councillor M Robson to sign the acceptance form before the next meeting.

04/25 Declarations of Interests

There were no declarations of interest on this occasion.

05/25 Public Participation Time

There were no public questions on this occasion.

06/25 Co-option – Two Vacancies in the Office of Councillor

Members were advised that in the event of fewer candidates standing for election than there are seats available, then those candidates validly nominated will be elected unopposed and the remaining seats will be filled by co-option at the earliest opportunity, and within 35 working days following the fourth day after the election. Netherwitton Parish Council has 2 vacancies to fill.

RESOLVED

To co-opt John Goodfellow and Louise Spriggs on to the Council.
Councillor Goodfellow duly signed the acceptance of office form.
Councillor Spriggs to sign the acceptance form before the next meeting.

07/25 To Confirm Eligibility to use the Power of General Competence
General Power of Competence) (Prescribed Conditions) (Order 2012)

Members were asked to confirm the eligibility criteria to exercise the General Power of Competence. The Clerk advised that Hartburn Parish Council meets the two criteria for eligibility (Localism Act 2011 s8) as below:

- At the precise moment that the council resolves that it meets the criteria, the number of councillors elected at the last ordinary election equals or exceeds two thirds of its total number of councillors, and;
- The Parish Clerk holds the Certificate in Local Council Administration (CiLCA) (awarded in 2015).

RESOLVED

Netherwitton Parish Council meets the criteria for eligibility to use the General Power of Competence (GPC) England.

08/25 County Councillor Update

There was no update on this occasion.

09/25 Year end Accounts for 2024/25

Members are requested to scrutinise and approve the following documents in relation to the Annual Governance and Accountability Return (AGAR) 2024/25 (see appendix A).

- (i) Annual Internal Audit Report
- (ii) Section 1 – Annual Governance Statement
- (iii) Draft Accounts for 2024/25
- (iv) Section 2 – Accounting Statement and Explanation of Variances
- (v) Certificate of Exemption

RESOLVED

Members approved all the above documents.

10/25 Minutes of the Meeting held on 13th March 2025

Members were asked to approve the above minutes.

RESOLVED

That the above minutes, copies of which have been circulated to each member, be approved and signed as a correct record by the Chairman.

11/25 Matters Arising from Previous Council Meetings

Min 46/24 (36/24) (19/24) (07/24) (45/23) (34/23) (22/23) (09/23) (49/22) (35/22) (22/22) (09/22) (57/21) (45/21) (21/21) (12/21 (b)) - Defibrillator

The Clerk advised that a quotation for a defibrillator at Beacon Hill Farm has been received at a cost of £1080.00 including VAT. An application to the Wingates Windfarm Fund for the cost of the defibrillator is in progress.

RESOLVED

To proceed with the application to the Wingates Windfarm Fund once the cost of three outdoor signs is determined.

12/25 Town and Country Planning Act 19909

There were no applications to consider on this occasion.

13/25 Financial Matters

- a. Members were asked to approve the payments and receipts list up to 17th May 2025.

RESOLVED

Members approved the above payments.

- b. Members were asked to consider a retrospective donation to St Giles Church for their VE DAY 80 celebrations.

RESOLVED

To approve a donation of £100 to Netherwitton PCC.

14/25 Any Other Urgent Business

The Chairman advised members that there will be an increase in the cost of the grass cutting services.

RESOLVED

The Clerk to chase up the new cost for the grass cutting services and add to the grass cutting schedule, the area of grass between the northside of the burn and the three garages.

15/25 Dates of Next Meetings

The next meeting will take place in September 2025. Dates to be circulated.

The meeting concluded at 5.54pm.