



Linton Parish Council

NOTICE IS HEREBY GIVEN that the Annual Meeting of Linton Parish Council will be held on Tuesday 13th May 2025 commencing at 7.30pm in the in the Anderton Memorial Institute, Linton

Date of posting: 1st May 2025

L Coverdale (Parish Clerk)

AGENDA

- 1. To elect the Chairman of the Council**
- 2. To receive a signed Declaration of Acceptance of Office from the Chairman**
- 3. To receive apologies for absence.**
 - a. To receive apologies for absence given in advance of the meeting
 - b. To consider the approval of reasons given for absence
- 4. To receive any declarations of interest under the Council's Code of Conduct.**
- 5. To approve the minutes of the ordinary Parish Council meeting held on 25th February 2025 as a true and correct record.**
- 6. To receive information on the following on-going issues and decide further action where necessary.**
 - a. **Anderton Memorial Institute** – update on possible assistance required
 - b. **Maintenance Updates**
 - i. Clapper Bridge,
 - ii. Tree work
 - iii. Other
 - c. **Linton Beck**
- 7. To consider the following Planning Application:** (Any applications received by the clerk after publishing the agenda will be tabled at the meeting)
 - a. **Ref C/50/112A** Householder planning permission for erection of first floor side extension over part of the existing single storey extension at The Minns, Linton, Skipton, BD23 5HJ
- 8. To receive and minute the following planning applications considered by the Parish Council between meetings:**

There were none.

9. To receive the following planning decisions:

None received

10. Financial Matters:

- a. To report payments made between meetings (Annex 1: Finance Report)
- b. To approve accounts for payment (Annex 1: Finance Report) and confirm arrangements for insurance cover
- c. To report receipts since last meeting (Annex 1: Finance Report)
- d. To receive finance report from Responsible Finance Officer (Annex 1: Finance Rep)
- e. To receive a statement of the Council's end of year accounts for 2024/2025
- f. To review system of Internal Control Measures and approve the Statement of Internal Control Measures for 2025/2026
- g. Verification of bank reconciliations – Cllr Oakes

11. Annual Audit

- a. To certify Linton Parish Council as exempt from external audit for fiscal year 2024/25
- b. To note the Annual Internal Audit Report for 2024/25 included at page 4 of the Annual Governance and Accountability Return 2024/25
- c. To approve Section 1 - Annual Governance Statement 2024/25 for Linton Parish Council on page 5 of the Annual Governance and Accountability Return 2024/25.
- d. To approve Section 2 - Accounting Statements 2024/25 for Linton Parish Council on page 6 of the Annual Governance and Accountability Return 2024/2025
- e. To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities

12. To consider and adopt the following Council policies and procedures:

- a. Financial Regulations
- b. Financial Risk Assessment
- c. Asset Register
- d. Standing Orders

13. Matters requested by Councillors

- a. Hedgehog safety signage – Cllr Hill

14. Matters requested by the Clerk

- a. Summer Maintenance

15. To discuss correspondence received & decide further action if required

- a. Proposed 30mph Traffic Regulation Order Threshfield – Statutory Consultation received from NYC circ via email 27/02/25
- b. Request for a wedding celebration – received from local family – circ via email 04/03/25
- c. Yorkshire Dales National Park Local Plan - Regulation 19 (FinalDraft) – received from YDNPA – circ via email 21/03/25
- d. Missing dog waste sign – received from a Parishioner circ via email 08/04/25

16. To receive updates on any matter (for information only)

17. To consider the date of the next meeting of the Council.

Public Participation:

This provides opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 15 minutes.