

Minutes of the Annual Meeting of Lupton Parish Council held at Kitriding Tea Rooms on Wednesday 31<sup>st</sup> May 2023 at 7.40pm.

Present were Councillors Stewart Lambert (Chairman, Robin Nicholson and Derek Wightman, and Parish Clerk Kevin Price. Apologies for absence were received from Councillors Alan Lambert and Simon Nutter.

As this was the first meeting of the new Council, all Councillors signed the Declaration of Acceptance of Office at the start of the meeting.

**23/13 Election of Chairman:**

Councillor Stewart Lambert was elected Chairman for 2023-24. He then signed the Declaration of Acceptance of Office.

**23/14 Appointment of Vice-Chairman:**

Councillor Derek Wightman was appointed Vice-Chairman for 2023-24.

**23/15 Requests for Dispensations:** None.

**23/16 Declarations of Interest:**

There were no Declarations of Interest made in respect of any matters on the agenda.

**23/17 Minutes:**

The minutes of the meeting held on 13<sup>th</sup> February 2023, having been circulated were accepted as a true record and signed by the Chairman.

**23/18 Parish Council Asset(s):**

The Clerk had circulated a report on the Parish Council Asset(s), following discussion at the previous meeting regarding the Council's laptop computer. The Clerk looks after this and has recently had it checked over, at no cost to the Council. The Council accepted the report with thanks. Should a volunteer be found to run a parish website, the laptop would be made available to them.

**23/19 Financial business:**

- a. The Chairman agreed to follow up the problems with the Bank Mandate and get the signatories updated. There had also been difficulties in getting the standing orders amended, despite letters having been sent by the Clerk.
- b. The Interim Accounts for 2022-23 were present by the Clerk and discussed. The Council resolved to accept these.

c. The Chairman and Clerk were authorised to sign the Certificate of Exemption, the Accounting Statements and the Annual Governance Statement. The Clerk explained each document and all Councillors had copies supplied to them.

d. *It was resolved to pay the following accounts:*

Zurich Municipal	£257.60	Insurance premium
CALC	£120.35	Annual subscriptions
K M Price	£23.40	Backpay (unpaid by bank)
K M Price	£136.35	Quarterly expenses to 31st March, Including use of home office and travel

**23/20 New notice board:**

The Chairman reported that this is now in place and the grant can be claimed. A seat has been installed in the shelter and discussion took place on the painting of the shelter, some artwork, and a window to enable passengers to see the approach of the bus. The Chairman will liaise with Councillors.

**23/21 Planning** – there were no planning matters.

**23/22 Open Forum:** None.

**23/23 Date of the next meeting:**

***Monday 7<sup>th</sup> August 2023 at 7.30pm at Kitriding Tea Rooms.***

*The meeting closed at 8.40pm.*

*Signed:*

*Dated:*