

SICKLINGHALL PARISH COUNCIL

DRAFT

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD AT SICKLINGHALL VILLAGE HALL ON THURSDAY, 22ND MAY 2025 AT 7.30PM

Present: John Leahy (Chair), Carol Warrington, John Reeves, Mike Thomson (Councillors), Julie Clegg (Clerk)

In attendance: 1 residents and Cllr Andy Paraskos (NYC)

1. Election of Chairman

It was proposed (by John Reeves), seconded (by Carol Warrington) and agreed that John Leahy be re-elected as Chairman.

2. Election of Vice Chairman

It was proposed (by John Reeves), seconded (by Mike Thomson) and agreed that Adrian Dent be elected as Vice Chairman.

3. Note apologies and reasons for absence

Apologies were received from Adrian Dent.

4. Approve and sign the minutes of the Ordinary Meeting of the Parish Council of 20th March 2025

It was RESOLVED to approve the minutes of the Ordinary Meeting of the Parish Council held on 20th March 2025 and these were agreed and signed by the Chair as a true and accurate record of the meeting.

5. Note matters arising from the minutes of the Ordinary Meeting of the Parish Council of 20th March 2025

None noted not already addressed in the agenda elsewhere.

6. Note any declarations of interest

None noted.

7. Planning applications

- a. To consider new applications
 - i. ZC25/00855/FUL: replacement windows to dwelling house and erection of detached garage with room above following demolition of existing garage at Old Stud Farm, Main Street Park - the Parish Council considered this application and RESOLVED to respond to the Planning Department that it objected to the application on valid planning grounds being the loss of residential amenity for the adjoining properties.
- b. To note updates
 - i. None

There were no other Planning Applications to consider.

8. Finance

- a. Bank balances as of 31st March 2025 - £3,893.73 in the Business Current Account and £402.04 with Santander.
- b. The following invoices were approved for payment:
 - i. £23 – Sicklinghall Village Hall – venue hire [PAID]
 - ii. £381.11 – Clear Insurance Management Ltd – annual insurance premium
 - iii. £50 – Lower Wharfedale Village News – donation
 - iv. £444.20 – Julie Clegg – clerk's wages

- c. The accounts for year ended 31st March 2025 were considered and APPROVED by the Chair.
- d. It was RESOLVED that the internal audit will be carried out this year by Ian Smithson (an Approved Panel member) who carried out this PC's accounts last year.
- e. It was RESOLVED
 - i. that Sicklinghall Parish Council is exempt from external audit for the year 2024/25 as its annual turn-over does not exceed £25,000;
 - ii. that Annual Internal Audit Report for 2024/25 included at page 4 of the Annual Governance and Accountability Return 2023/24 be noted;
 - iii. that Sicklinghall Parish Council approve Section 1 Annual Governance Statement 2024/25 for Sicklinghall Parish Council on page 5 of the Annual Governance and Accountability Return 2024/25;
 - iv. that Sicklinghall Parish Council approve Section 2 Section 2 - Accounting Statements 2024/25 for Sicklinghall Parish Council on page 6 of the Annual Governance and Accountability Return 2024/25;
 - v. that, in accordance with the 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, Sicklinghall Parish Council will publish the following documents on a public website:
 - 1. Certificate of Exemption,
 - 2. Annual Internal Audit Report 2024/25,
 - 3. Section 1 – Annual Governance Statement 2024/25,
 - 4. Section 2 – Accounting Statements 2024/25, page 6
 - 5. Analysis of variances
 - 6. Bank Reconciliation to 31 March 2025
 - 7. Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.
- f. IT WAS AGREED that the insurance from 1st June 2025 should be taken out with Clear Councils cheque be issued.

9. To note correspondence received

Enquiry received from a resident regarding a couple of mature trees at the edge of the field at the bottom of the village which had been seriously damaged in the January storms enquiring as to their soundness.

ACTION: Clerk to contact the landowner

Regarding St Peter's Church path. The contractor identified by the Clerk had failed to show up.

ACTION: Clerk to find an alternative contractor for the church path

10. To consider cemetery matters

It was noted that the Cemetery notice board is in a poor state of repair. Cllr Thomson to assess what needs to be done.

11. To consider Ponds matters

Nothing to report.

12. Other matters

- a. It was RESOLVED to make a donation to Lower Wharfedale Village News of £50
- b. The bin opposite Scotts Arms is in need of replacement.

ACTION: Clerk to source an alternative

13. To note agenda items for the next meeting

Highways
Ponds
Cemetery
Defibrillator

14. Date of next meeting

Ordinary Meeting of the Parish Council on Thursday, 18th September 2025.

The meeting closed at 8.17pm. These are draft minutes of the Ordinary Meeting of the Parish Council meeting held on 22nd May 2025 which are due to be approved at the next meeting on Thursday, 18th September 2025.

(Chairman)