

Draft minutes of the Annual Meeting of Darley and Menwith Parish Council held on 19 May 2025 from 7.30pm in Darley Memorial Hall, Sheepcote Lane, Darley

Present: Councillors S Welch (Chairman), A Robertshaw, P Ward, J McAllister, D Dickinson, and the Clerk M Pearson. No members of the public attended.

Apologies for absence: Councillor J Hayes due to holiday. Councillor R Ferguson due to holiday.

2505/1 Election of Chairman and Vice Chairman for 2025/26: Councillor Welch was nominated and elected Chairman. Councillor Robertshaw was nominated and elected Vice-Chairman. Councillor Welch signed a declaration of acceptance of office of Chairman of the Council and Councillor Robertshaw signed a declaration of acceptance of office of Vice-Chairman of the Council.

2505/2 Register of Interests: Councillors were reminded that their register of interests should be reviewed periodically and any changes notified to the principal authority (North Yorkshire Council) via Clerk. It was noted that a copy of the current register of interests would be emailed to each Councillor to review; **Clerk to action.**

2505/3 Nominated trustees and representatives to other bodies: Nominated trustee and representative roles were confirmed as:

Charity of Isabel Day: S Welch, J McAllister, B Dexter

Darley in Bloom: S Welch

Darley Memorial Hall Charitable Incorporated Organisation (CIO): R Ferguson

Darley Playing Fields Association: P Ward

Focus on Darley: S Welch

Nidderdale Plus: J Hayes

Safer Nidderdale: Andrew Robertshaw

Yorkshire Local Councils Associations: R Ferguson.

2505/4 Finance & Legal Requirements

- a) The Annual Internal Audit Report 2024/25 was accepted by the Council. It was noted that the internal auditor had confirmed that everything had been done in accordance with the relevant rules, regulations and procedures. No actions were recommended by the internal auditor; **Clerk to post on the Council website;**
- b) The financial accounting statements for 2024/25 were approved and signed by the Clerk and Chairman; **Clerk to post on the Council website;**
- c) The Annual Governance Statement 2024/25 was completed by the Council and signed by the Clerk and Chairman; **Clerk to post on the Council website;**
- d) The Accounting Statements 2024/25 were approved by the Council and signed by the Clerk and Chairman; **Clerk to post on the Council website;**
- e) It was noted that as the Council's income and expenditure are both less than £25,000 (with no outstanding action relating to the 2023/24 accounts by the Courts or External Auditor) the Council is exempt from External Audit for 2024/25. The Certificate of Exemption was signed by Clerk and Chairman. **Clerk to submit a copy to the External Auditor and to post on the Council website;**
- f) The dates for inspection of Annual Governance & Accountability Return (together with the accounting records for the financial year and documents relating to the records) were confirmed as Tuesday 3 June 2025 to Monday 14 July 2025. **Clerk to post notice confirming the procedure on the Council notice boards and website no later than 2 June 2025;**
- g) **Direct debit payments for the year ending 31 March 2026:** Ongoing direct debit payments to E.ON Next (electricity for Christmas lights), and the Information Commissioner's Officer (Data Protection Annual Fee) were approved for 2025/26;
- h) **Annual grants for the year ending 31 March 2026:** It was agreed that a grant of £1,000 should be made to Darley Playing Fields Association for the provision/maintenance of playground equipment, a grant of £400 should be made to Focus on Darley towards printing costs of the village newsletter and a grant of £500 should be paid to Darley Memorial Hall CIO towards the costs of providing its car park for public use;
- i) **Renewal of insurance:** It was agreed that the insurance policy with Zurich Municipal Insurance should be renewed from 1 June 2025 at a cost of £435.63;
- j) **Councillor training budget for 2025/26:** It was agreed that attendance on training course by Councillors would be pre-approved and subject to delegation to Clerk up to a limit of £150 in total for the financial year.

2505/5 Dates for meetings in 2025/26: These were confirmed as: 23 June, 28 July, 22 September, 27 October, 24 November, 26 January 2026, 23 February 2026, 23 March 2026, 27 April 2026 and 18 May 2026.

2505/6 Annual Meeting 2026: The provisional date set for the next Annual Meeting was Monday 18 May 2026.

These minutes are published subject to their approval at the next meeting of the Council