

Dear Councillor

May 11<sup>th</sup> 2021

**You are summoned to attend the AGM of Little Ribston Parish Council  
Tuesday 18th May 2021 at 7pm, Little Ribston Village Hall, followed by the  
Ordinary Meeting of Little Ribston Parish Council (postponed from 20th April  
due to the death of HRH Prince Philip and the requirements the Local  
Government Act 1972 in the convening of lawful meetings during a period of  
official mourning.)**

*Melanie Spencer (clerk)*

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation – Item 6. 'Public Participation' Meetings commence at 7pm.

This part of the meeting is open to residents who may raise issues or ask questions. Residents should be aware that the Parish Council Meeting is a public meeting for which minutes are produced and published.

Members of the public are welcome to join but are unable to intervene or comment in the actual business of the council meeting.

**Due to Covid restrictions numbers will be limited**

**Please contact the Clerk before the meeting to book your place**

**[littletribstonparishclerk@gmail.com](mailto:littletribstonparishclerk@gmail.com)**

Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to: (i) Compliance with the Council's protocol on audio/visual recording and photography at meetings ii) Any recording should be clearly visible to anyone at the meeting and be no disruptive.

## **AGENDA AGM**

### AM1. Election of Chairman

- a. To Approve Election of Chairman
- b. Appointed Chairman to sign Declaration of Acceptance of Office.
- c. To Approve Appointment of Vice Chair

## **Agenda Ordinary Meeting**

- 1 To note apologies and approve reasons for absence.
- 2 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct and to receive and decide upon requests for dispensations to councillors to take part in discussions and votes where they have declared disclosable pecuniary interests.

- 2.1 To approve Dispensation Requests
- 2.2 To note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

- 3 To Approve Minutes of the Ordinary Meeting of Little Ribston Parish Council held 25/02/2021

### 4. Financial Matters

- 4.1 To approve invoices for payment since March 31st **Appendix 1**
- 4.2 To note payments made and received since March 31st **Appendix 2**
- 4.3 To approve bank reconciliation to March 31<sup>st</sup> 2021 **Appendix 3**
- 4.4 To discuss and note the receipts and payments 2020/21 **Appendix 4**
- 4.5 To note internal checks
- 4.6 To approve and sign exemption certificate for external audit 2020/202
- 4.7 AGAR 2020/21
  - i) To Note Internal Auditors Report for 2020/21
  - ii) To approve Annual Governance Statement for AGAR (Section 1) 2020/21
  - iii) To approve Statement of Accounts for AGAR (Section 2) 2020/21
  - iv) To note the period of exercise of public rights of inspection of unaudited AGAR  
as Thursday 1<sup>st</sup> June 2021 to Friday 13th August 2021

5 To consider Planning Matters

5.1 Bee Cottage – porch

6 To consider grass cutting of the verges

7 To consider questions from the public (limited to 5 minutes if time permitting)

8 To consider and note correspondence received and decide action where necessary

8.1 Harrogate Borough Council new code of conduct

8.2 South Park Sign

9 To notify the Clerk of matters for inclusion on the agenda of the next meeting

10 To confirm the date of the next meeting in July 2021