

## Rainton with Newby Parish Council

Minutes of the **Annual Meeting** of the Parish Council held on Tuesday 13 May 2025 at 7:20pm in the Meeting Room at Rainton Village Hall.

Present: Cllr P Speed (Chairman)  
Cllr J Edwards  
Cllr C Egerton (Deputy Chairman)  
Cllr J Harwood  
Cllr O Jones  
Cllr J Williams

Clerk: Mrs S Adamson  
In attendance: Two Parishioners

### 01/2526 Election of Chairman

Cllr Speed was nominated as Chairman of the Council and this was seconded and agreed unanimously. Having accepted the nomination and being duly elected, Cllr Speed signed the Declaration of Acceptance of Office, witnessed by the Clerk.

### 02/2526 Election of Vice-Chairman

It was proposed, seconded and agreed unanimously that Cllr Egerton should continue as Deputy Chairman and she agreed to do this, with the proviso that no other councillor wished to take on the role.

### 03/2526 To receive apologies and approve reason for absence: Cllr Price.

### 04/2526 To receive Councillors' declarations of interest and consider any requests for dispensations: there were no declarations of interest.

### 05/2526 To agree parish council representation on external bodies:

it was resolved that the current representatives continue in their roles.  
Yorkshire Local Councils Associations – Cllr Harwood and Cllr Speed  
Wathvale Parish Forum – Cllr Speed  
Uredale Community Partnership – Cllr Speed.

Cllr Harwood, who was the Secretary of the Village Hall Committee, would be the parish council's nominated representative on that body.

### 06/2526 To agree membership of the Community Resilience Plan Committee:

it was resolved that Cllr Speed, Cllr Williams, Cllr Egerton and Cllr Harwood should continue their membership of that committee, along with the three members of the public; the Clerk said she would contact those three to make sure they wished to continue.

### 07/2526 Accounts and Finance:

these had been noted and approved at the meeting on 08 April 2025.

- a) To note bank balance as at 31 March 2025
- b) To receive the Receipts and Payments accounts for 2024-2025
- c) To note the bank reconciliation for 2024- 2025

**08/2526 Governance**

- a) To review and adopt the Council's amended Financial Regulations
- b) To review and adopt the Council's amended Standing Orders  
It was resolved to adopt the amended Financial Regulations and Standing Orders which reflected the changes included in the Procurement Act 2023 and the Procurement Regulations 2024.
- c) To review the Council's Code of Conduct: the Council had adopted the NYC Code of Conduct in 2023 and no changes had been made in the interim. The Clerk reminded councillors to review their Register of Interests.
- d) To review and adopt the Tree Maintenance Policy: to return to the Agenda as soon as the TPO status of the Village Green trees was ratified.
- e) To adopt the Council's Freedom of Information Policy and associated documents: it was resolved to approve this along with a Subject Access Request form, a GDPR Data Information Audit form, a data breach reporting form and a Security Incident Policy. The lack of these had been highlighted at the previous Annual Meeting and the Council was now compliant with the GDPR and the FOI Act.

**09/2526 Insurance**

- a) To review the Risk Assessment: it was resolved to approve this, noting that the updating or adoption of several documents, highlighted at the 2024 Annual Meeting, was now complete.
- b) To review the Asset Register and the Asset Management Policy: it was resolved to adopt the Asset Management Policy. New items on the Register were the 35 trees on Church Lane and the replacement sundial.
- c) To review and agree the Council's insurance cover: the cost of renewing the current policy with Zurich was £317.48 but Zurich did offer a cheaper policy for small parish councils who didn't own buildings or play area equipment, at a premium of £241.00. The Clerk said she was waiting to hear from the insurers as to whether the bus shelter would be classed as a building; it was resolved to renew the existing policy unless the Clerk could negotiate the inclusion of the bus shelter into the cheaper policy.

**10/2526 To receive Meetings Schedule for 2025-2026.** This had been circulated to all councillors.

The Chairman closed the meeting at 7.40pm