

# Sinnington Parish Council

## Minutes of the Meeting 6<sup>th</sup> April 2023

PRESENT: Cllr Swinnerton, Cllr Stephens, Cllr Asquith, Cllr Morse and Alison Mitchell Parish Clerk.

01. **Apologies for absence:** No apologies for absence received.
02. **Declarations of interest:** No declarations of interest from members.
03. **Minutes of the last meeting:** Minutes of the last meeting held on the 6<sup>th</sup> March 2023 (previously circulated) were approved.
04. **To appoint an Internal Auditor for year ending 31<sup>st</sup> March 2023:** After receiving information regarding the role of an Internal Auditor for Parish and Town Councils the council **resolved** to appoint Yorkshire Local Councils Association to undertake this year's audit.
05. **To declare Sinnington Parish Council exempt from External Audit:** The council **resolved** to declare the Parish Council exempt from an external audit for the year ending 31<sup>st</sup> March 2023.
06. **To receive, review and adopt new Council policies and procedures documents:**
  - i. Standing Orders March 2023.
  - ii. Financial Regulations April 2023.
  - iii. Code of Conduct April 2023.
  - iv. Employee Handbook March 2023 including staff policies.
  - v. Risk Strategy Assessment March 2023.
  - vi. Scheme of Delegation April 2023.
  - vii. Terms of Reference for Staffing Committee April 2023.The council **resolved** to adopt all of the above policies.
07. **To receive information on tree work on The Stripe** – The council noted that the National Park ranger had been in touch with the Clerk to inform them that then tree work on The Stripe is now complete. They still have some larger logs to move and will assess both the Bridleway and the footpath when it has had a chance to dry out. They will carry out any repairs to them as required.

The meeting closed at 3.30pm.