

Sinnington Parish Council

Minutes of the Extra-ordinary Meeting 26th June 2023

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

22. **Apologies for absence:** Apologies were received from Cllr Swinnerton and the council **resolved** to approve these.
23. **Declaration of Interest and dispensations:** There were no applications for dispensations or any declarations of interest.
24. **Approval of Minutes:** The council **resolved** to approve the minutes from the meeting held on the 2nd May 2023.
25. **Receive final Internal Audit Report** – The council **resolved** to accept the Internal Audit report and that recommendations will be implemented over the next year as suggested.
26. **Notice of Public Rights** – The council **resolved** to agree the thirty-day period for the public rights inspection of the accounts to run from Monday 3rd July to Thursday 11th August 2023.
27. **Section 1 of the Annual Governance and Accountability Return for 2022-2023** – The council **resolved** to approve Section 1 of the AGAR and authorised the chair and clerk to sign this.
28. **Accounting Statements for 2022-2023** – The council **resolved** to approve Section 2 of the AGAR and authorised the chair to sign this.
29. **Policies and Procedures** – The council **resolved** to adopt and accept the following policies and procedures documents;
 - i. Model publications scheme May 2023.
 - ii. Privacy Notice – Councillors, Employees and Volunteers May 2023.
 - iii. Privacy Notice – General May 2023.
 - iv. Complaints Procedure June 2023.
 - v. Subject Access request form June 2023.
 - vi. Sinnington Parish Council Data Audit June 2023.
 - vii. Data Breach Reporting Form June 2023.
30. **Tree work on the Stripe** – After receiving a quote for the necessary tree work on the green and the permissions from North Yorkshire Council and the National Parks, the council **resolved** to accept this and instructed the clerk to contact the contractor with a view to them starting the work as soon as possible.
31. **Repair work on The Stripe** – The council **resolved** to purchase 4-ton bags of gravel for the repair work to take place and instructed the clerk to organise this with the residents who will be carrying out the work.

The meeting closed at 7.26pm.