

**Minutes of the 34th Annual Meeting of the Stainton & Thornton Parish Council held on Tuesday, 19 May 2020 at 7pm using the Zoom remote platform.**

**Present:** Parish Councillors A. Liddle, D. Coupe, C. Dean, A. Cooper, B. Neale, A. Conroy, J. Holmes (Clerk to the Council).

**24/20. Election of a Chair of the Parish Council for 2020/2021.** The Clerk, as Proper Officer, requested nominations for position of Chair. Alan Liddle was proposed by Cllr. Coupe and seconded by Cllr. Conroy. There were no other nominations. Cllr. Alan Liddle accepted the position and was unanimously re-elected as Chair. He then read the Declaration of Acceptance of Office.

**25/20. Election of Vice Chair of the Council for 2020/2021.** Nominations were invited for the position of Vice Chair. Cllr. David Coupe was proposed by Cllr. Liddle and seconded by Cllr. Conroy. There were no other nominations. Cllr. David Coupe accepted the position and duly read the Declaration of Acceptance of Office.

**26/20. Apologies for absence.** – None. Absent: Cllr. R. Dennison (reason unknown).

**27/20. Adoption of Standing Orders.** The NALC 2018 Model Standing Orders were reviewed and adopted by the Council without alteration. Copies will be sent to all councillors. **Resolved:** *2018 Model Standing Orders adopted by the Council.*

**28/20. The Annual Report of the Chair of the Council for 2019/20.** The Annual Report was read out by the Chair and accepted by the Council. **Resolved:** *Annual Report to be displayed on village noticeboards and on Parish Council Website. Hard copies to be made available on request to the Clerk.*

**29/20. The Financial Accounts of the Council for the financial year to 31 March 2020 and the Report of the Responsible Financial Officer (the Clerk).** The Parish Council accounts for 2019/2020 and the Report of the Responsible Financial Officer were agreed and accepted and duly signed by the Chair and the RFO. **Resolved:** *The NALC Model Financial Regulations were adopted by the Parish Council and Responsible Financial Officer (Clerk).*

**30/20. Annual Governance and Accountability Return 2019/20.** The Clerk as Responsible Financial Officer had completed the Annual Governance and Accountability Return 2019/20 in accordance with the Accounts and Audit Regulations 2015.

- a). The Certificate of Exemption was completed and dated 19.5.20.
- b). The Annual Internal Audit Report 2019/20 was undertaken and signed by an independent internal auditor of 18.5.20.
- c). The Annual Governance Statement 2019/20 was approved by the Parish Council and signed by the Chairman and Clerk on 19.5.20.
- d). The Accounting Statements 2019/20 were approved by the Parish Council and signed by the Chairman and Responsible Financial Officer (Clerk) on 19.5.20.

**Resolved:** All relevant documents to be published on the Parish Council website and Middlesbrough Council website, Stainton and Thornton Parish Council webpage by 30.6.20.

**31/20. Assets Register.** The Assets Register updated by the Clerk. There had been no additions or deletions to the register in the year 2019/2020.

**32/20. To review the Committee arrangements of the Council and elect Committee Chairs.** It was agreed that the existing committee arrangements would continue. Cllr. Coupe was nominated as Chair of the Environment Committee (aka Green Finger Gang) with the Clerk continuing as Secretary. Cllr. Liddle would continue to Chair the Planning Committee and Cllr. Neale would Chair the Crime and Disorder Committee, both committees comprising of the full Parish Council. **Resolved:** Existing committee arrangements to continue.

**33/20. To elect Members to the Environment Committee.** Members and volunteers were invited to continue as at present. Cllrs. Coupe, Cooper and Liddle would attend meetings. Residents on the committee would be confirmed at its next meeting. New members and volunteers were very welcome.

**34/20. To appoint, if necessary, members to Friends of Stainton & Thornton Green Spaces, confirmation of insurance cover for the group and payment of water charges for field alongside Kell Gate Green.** Members attending meetings of FSTGS were Cllrs. Liddle and Conroy. Minutes of their meetings would be issued to all parish councillors who were all welcome to join the FSTGS group as were any interested residents. The Clerk confirmed that the Parish Council insurance also covered the FSTGS group and the Council also paid the water charges relating to the field alongside Kell Gate Green.

**35/20. Membership review of Cleveland Local Council's Association.** The Council's membership was reviewed and Cllr. Liddle proposed, seconded by Cllr. Coupe, continuation of membership. It was agreed that the Chair and any parish councillor would be welcome to attend CLCA meetings. **Resolved:** Membership of CLCA to continue. Payment of CLCA subscription authorised.

**36/20. Review of Insurance Cover of the Council and payment authorisation of next annual premium due on 1 June 2020.** Insurance cover was discussed. Clerk reminded councillors that last year the Parish Council entered into a Long Term Agreement Premium with Came & Company, Local Council Insurance. The renewal premium this year is £597.54 **Resolved:** Renewal of insurance cover via Came & Company authorised on LTA terms.

**37/20. Clerk's report of any urgent correspondence and to authorise any urgent expenditure.** - None

**38/20. Planning Applications requiring a response before next meeting.** None

**39/20. Review of the Budget of the Council for 2020/21.** Finances were currently in a healthy state allowing for the Parish Council precept to remain the same as the previous year and using reserves, if necessary, to make up any shortfall in budget requirements. Costings for a roadside speed camera to be actively progressed.

**40/20. New agenda items for future Parish Council meetings.** – No additions at this point in time.

**41/20. To confirm dates of future business meetings of the Parish Council for the year 2020/21.**

Tuesday 9 June

Tuesday 11 August

Tuesday 13 October

Tuesday 8 December

Tuesday 9 February 2021

Meetings to commence at 7pm in the Memorial Hall.

**The Chair formally closed the meeting at 8pm.**

Agreed and signed as a true record .....Date .....

Minutes taken by: J. Holmes, Clerk to the Council, 13 Strait Lane, Stainton, TS8 9BB. Email: [clerk@staintonandthorntonparishcouncil.org.uk](mailto:clerk@staintonandthorntonparishcouncil.org.uk) Tel: 01642 296060. 07980 572115.