

**OSGATHORPE PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING
HELD AS A VIDEO CALL
TUESDAY 4th May 2021
19.00hrs**

Present:	<p>Cllr Martin Buczkiewicz Cllr Jim Elson Cllr Mike Fairlamb Cllr Andrew Bate Cllr Jill Ella</p> <p>Mrs Clarke – Clerk to the Council</p>
Also in attendance:	Four members of the public
Apologies:	None
Council Meeting:	
01/2021	<p>Convening of the new Council. Mrs Clarke opened the meeting and welcomed all attendees. Due to issues with WebEx the meeting started late at 19:40</p>
02/2021	<p>1. Voting of Chair and Vice Chair. Cllr Elson nominated Cllr Buczkiewicz as Chairman. Seconded by Cllr Fairlamb. All voted unanimously.</p> <p>Cllr Fairlamb nominated Cllr Elson as Vice Chairman. Seconded by Cllr Bate. All voted unanimously.</p>
03/2021	<p>2. Review of Year End Accounts: Annual Governance Statement Mrs Clarke gave a summary from the internal audit. The final report will follow in due course.</p> <p>The gross annual income for 20/21 was £8,560 The gross expenditure for 20/21 was £8,883</p> <p>The Certificate of Exemption was Proposed by Cllr Buczkiewicz, seconded by Cllr Bate. Unanimously approved.</p> <p>The detailed accounts were presented to the Council for review.</p> <p>Mrs Clarke presented the submitted annual governance statement for 2020/21.</p> <p>Cllr Buczkiewicz proposed the submitted annual governance statement as showing a true and fair view for the year 2020/21. Seconded by Cllr Fairlamb. Unanimously approved.</p>

04/2021	3. Review of Year End Accounts: Accounting Statements 2020/2021 Mrs Clarke presented the accounting statements for 2020/21. Cllr Buczkiewicz proposed the Parish Council accept the accounts for 2020/21 and the AGAR Part 2 was signed for submission. Seconded by Cllr Ella. Unanimously approved. Action Mrs Clarke.
05/2021	4. Risk Assessment Mrs Clarke reported that the annual review had been carried out and the risk assessments updated. Cllr Buczkiewicz proposed that the risk assessments be accepted. Seconded by Cllr Fairlamb. All voted unanimously.
06/2021	5. Review of Standing Orders The Standing Orders were reviewed and the Cllrs agreed to leave in the virtual meeting statement. Cllr Buczkiewicz proposed that the Standing Orders be accepted by the Parish Council, seconded by Cllr Bate. All voted unanimously Action: Mrs Clarke to change the date and post on the website.
Signed by Chairman	
Date	