

Kirkby Malhamdale Parish Council – AGM

(AGM Reference No:1027)

Monday 20th July 2020

1. Present – C Wildman, N Heseltine, P Dewhurst, P Wherity, A Bradley, J Thacker, J Wright.
2. Observing – No observers.
3. Election/ re-election of Chairman – C Wildman was proposed by A Bradley and seconded by P Wherity
4. Election/ re-election of Vice Chairman – N Heseltine was proposed by A Bradley and seconded by J Thacker
5. Apologies were received from C Newhouse, M Throup and Cllr. A Sutcliffe
6. Minutes of the AGM on May 13th 2019 were proposed as a true record by N Heseltine and seconded by A Bradley
7. Chairman’s Annual Report – A report was tabled the Chair which detailed key events and actions between AGMs’ in 2019 to 2020.
8. Finance – The Treasurer, P Wherity, summarised KMPC’s financial position which remains healthy with income received from donations broadly covering expenditure during the previous year as recorded in the Annual Internal Audit Report which is a matter of public record available for scrutiny by all. The Annual Audit is checked and scrutinised by an external audit and accounting organisation for the purposes of independent verification and due diligence. Specifically the following aspects of the Annual Audit process were explained by the Treasurer, discussed and accepted by the whole KMPC – Annual Internal Audit Report 2019/20, Bank Reconciliation for financial Y/E 31st March 2020, Annual Governance Reporting, and the Accounting Statement. Within the Annual Governance discussions it was agreed by all Parish Councillors that all relevant duties listed were complied with as required. It was also agreed that KMPC would create a financial documents subsection within the publicly available digital records to ensure that all relevant financial information in respect of KMPC was available to the public and accessible to all interested parties.
It was specifically recorded(in this Minute of the 2020 AGM – Ref. number:1027) that the Annual Governance Report and Accounting Statement were agreed and accepted by KMPC. It was also noted that the milk churn donations received in the 12 months - up to 31/3/20 totalled £7,720 which was lower than in the previous 12 months (£9,838) and this reduction was put down to the much reduced visitor activity in the final months of this period caused directly by the Covid-19 pandemic and the “lockdown” conditions imposed by the UK Government to help combat this situation. It was though agreed that the milk churn donations remained at a very acceptable level and this essentially funds the cost to Malham village of employing its Lengthsman through the year.
9. Parish Council Vacancies – There are no councillor vacancies, currently all positions are filled. However Joyce Thacker, a Ward Councillor for Malham has given notice of

her intention to resign ASAP although she has kindly agreed to continue temporarily during the Covid-19 lockdown conditions as it would be highly problematic to try and organise an election or co-option of a new, replacement Councillor at this time. During 2019/20 Tony Bullough retired as a Ward Councillor for Malham Moor and has subsequently been replaced on KMPC by Jim Wright. Thanks were noted to T Bullough for his contribution and J Wright was welcomed to his first AGM. During the past year a new lengthsman – Mick Parker – has also been appointed to replace Allan Boatwright and thanks were noted to both the retired Lengthsman and the new Lengthsman for their excellent contribution to the Parish community generally. We continue to have an Acting Clerk to the Parish Council

- 10.** Reviews of risk assessments – The risks had all been reviewed, updated and are now correct. The Chair took us through the risk assessment and drew our attention to certain “new” risk considerations – a range of Covid-19 effects such as social distancing measures creating additional and new highways related risks for pedestrians, the contract cleaners being employed by KMPC to maintain the public toilets during this time; the new footpath surface alongside the river leading towards The Smithy - that need to be added into and considered as part of our annual inspection/report. The inspection of the defibrillator continues to be every 2 weeks rather than weekly. Although Tony Bullough has retired from the KMPC during the year he has kindly agreed to continue undertaking the annual tree survey which forms part of the annual risk assessment process. C Wildman is to speak directly to Tony Bullough to arrange this tree inspection.
- 11.** Future Parish Council Meetings – these are recorded and publicised on each month’s KMPC Agenda that is published on the Malham Village Notice Board and on the Malhamdale website at regular intervals.
- 12.** Public Questions – None
- 13.** Any other Business – There were none. The Chair personally thanked the Parish Councillors for all their hard work over the last year.