

# LITTLE RIBSTON PARISH COUNCIL

## **The Minutes of the Little Ribston Parish Council Ordinary meeting.**

**Held on Wednesday April 1<sup>st</sup> 2025**

PRESENT: Cllr R. Sullivan, Cllr. K. Brocklehurst, Cllr. J. Dent, Cllr. A. Paraskos

IN ATTENDANCE: Melanie Spencer (Clerk and RFO)

### **2511 APOLOGIES**

Cllr. J. Steele

### **2512 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS' CODE OF CONDUCT

Resolved: To note that no interests were declared and no dispensations were requested.

### **2513 To approve the minutes of the meeting held on January 21st 2025 as a true and accurate record.**

Resolved: To confirm and approve the minutes of the meeting held January 21<sup>st</sup> 2025 as a true and accurate record.

### **2514**

#### **i) invoices for approval**

YLCA £148

Hire of Church £30

Wildflower seeds £34

#### **ii) Invoices paid**

vas sign £3976.22

signposts £1200

Hedgehog highways £157.50

**Resolved: To note the invoices received and paid and approve the payment of all outstanding invoices**

### **2515 To conduct internal checks and approve bank reconciliation**

**Resolved: To note that the receipts and payment were checked, and that the bank reconciliation statement at March 31<sup>st</sup> 2025 is correct and approved.**

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**2516**

**i) Annual Governance and Accountability Return (AGAR) 2023/2024**

Resolved that Little Ribston Parish Council is exempt from external audit for the year 2024/2025 as its annual turnover does not exceed £25,000

**ii) To approve Section 1 – the Annual Governance Statement 2024/25 for Little Ribston Parish Council**

**iii) To approve Section 2- Accounting statements for Little Ribston Parish Council on page 6 of AGAR 2024/25**

**iv) To approve Notice of the period for the exercise of public rights and other information required by regulation 15.**

**v) To action the clerk to appoint an internal auditor**

**Resolved to note that Little Ribston Parish Council approved Section 1 and Section 2 of the AGAR 2024/2025, approved the notice period for public viewing of documents and actioned the Clerk to appoint an internal auditor.**

**2417 To approve the publication of documents required by the Accounts and Audit Regulations 2015 and the Transparency Code for Smaller Authorities**

Resolved that in accordance with the Accounts and Audit Regulations 2015 and the Transparency Code for Smaller Authorities Little Ribston Parish Council will publish the following documents on a public website:

Certificate of exemption

Annual Internal Audit 2024/2025

Section 1 of AGAR 2024/2025

Section 2 of AGAR 2024/2025

Analysis of variances

Bank reconciliation to March 31<sup>st</sup> 2025

Notice of the period for the exercise of public rights and other information required by regulation 15.

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## **2518 To note the progress with the Vas Sign**

The posts have now been installed, and the VAS sign will be installed late April.

**Resolved: To note the progress of the VAS sign.**

## **2519 To approve the grass cutting protocol for 2025**

In response to NYCC request that Parish Councils reduce the number of grass cuts carried out Little Ribston Parish Council commissioned a survey which ran for over two months. One hundred percent of the respondents were in favour of reducing the cuts and naturalising the grass verges within the village. The Parish Council would like a quote to be obtained from the contractor for two cuts per year before a decision is made. The Councillors agreed that Parishioners who would like to cut the verges outside their own properties would be granted permission to do so if they request in writing to do so.

**Resolved: To action the Clerk to obtain a quote for two cuts per year**

## **2520 To consider questions from members of the public.**

NA

## **2521 To consider and note correspondence received and decide action where necessary**

NA

## **2522 To note items for the next agenda**

**Resolved: To note the following agenda items -**

VAS update

Grass verge quote

## **2523 To approve and note the date for the next meeting.**

**Resolved: To note and approve Tuesday May 20<sup>th</sup> 2025 at 7pm St. Helen's Church as the date for the next Ordinary meeting incorporating the AGM**

**Meeting closed at 8pm**