

DRAFT
EARSWICK PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council (PC) held in Earswick Village Hall on 18th May 2026.

<u>Present</u>	Chairman:	D Jones
	Councillors:	P Leveson
		BS Wiseman
		M Lumley-Holmes
		C Ellis
		I Yeowart
	Clerk:	B O'Connor

Members of the Public Present: - 2

1. Election of Chairman

Councillor Jones opened the meeting as current chairman and invited nominations for the position of Chairman. Councillor Jones was nominated by Cllr Leveson and seconded by councillors present. Councillor Leveson was nominated as Vice Chairman by Cllr Wiseman and seconded by councillors present.

2. Councillors To Sign Declarations Of Acceptance Of Office & Register Interests

Councillor Jones signed the Chairman's Declaration of Acceptance of Office. Councillor Leveson signed the Vice-Chairman's Declaration of Acceptance of Office.

3. Apologies for Absence

Cllr Offler

4. Review of delegation arrangements to the Parish Clerk for emergency expenditure and planning applications

The Parish Council (PC) agreed that the Clerk should continue to be able to authorise expenditure up to £1,000 excluding VAT for emergencies, and he is able to notify City of York Council of the PC's decisions on planning applications after consulting Councillors.

5. Review of the Terms of Reference (TORs) for committees/working parties

There were no working parties during 2025-6.

6. Review Of Insurance Cover

As part of the Long-Term Undertaking (LTU) of 3 years, it was agreed that we should renew cover with Clear Insurance Management at a cost of £1,045.43 p.a.

Chairman's Signature..... Date.....

7. Nominations of representatives to existing committees/groups

- a. The following were elected onto the listed committees/groups:
- Foss Internal Drainage Board – it was agreed that Cllr Lumley-Holmes should continue to be the PC’s representatives. The Clerk was asked to inform CYC of this **Action: BOC**
 - Ward Committee representation – no longer relevant
 - Yorkshire Local Council Association – Cllr Pat Leveson.
 - It was agreed that we do not need to appoint a Data Protection Officer as the duties are done by the clerk/responsible finance officer.
- b. The PC agreed to continue supporting membership of the Society of Local Council Clerks, the Yorkshire Local Council Association and the River Foss Society
- c. The PC agreed not to create further working parties at this stage.

8. Review of standing orders and financial regulations

The PC reviewed the Standing Orders and agreed that section 5 of the financial regulations needs to be reworded to be in line with our use of on-line banking.
Action: BOC

9. Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities.

Not applicable.

10. Review of the Fixed Asset Register

The Fixed Asset Register dated May 2026 were reviewed. It was agreed to accept the change in the value of the tennis court and also that we should add a comment saying that the Parish Council owns 30 acres of public open space. **Action: BOC.**

11. Establishing or reviewing the Council’s complaints procedure

No changes required at this stage.

12. Establishing or reviewing the Council’s procedures for handling requests made under Freedom of Information Act 2000 and the Data Protection Act 1998

No changes required at this stage.

13. Establishing or reviewing the Council’s procedures for compliance with the General Data Protection Regulation (GDPR)

No changes required at this stage.

14. Establishing or reviewing the Council’s policy for dealing with the press/media

No changes required at this stage.

Chairman’s Signature..... Date.....

15. **Reviewing or setting the dates, times and place of meetings of the Parish Council For 2026-7**

Parish Council meetings for 2026-7 will be held on the following dates starting at 7.30pm in the Earswick Village Hall unless otherwise stated:

- July 6th 2026
- September 7th 2026
- November 9th 2026
- January 11th 2027
- March 8th 2027

The meeting closed at 07:45 pm

Signed.....

Date.....

Chairman's Signature..... Date.....