

Full Council Meeting

18th August 2020

6:30pm via Zoom

(Due to the COVID-19 pandemic it was not possible for Council to meet in person)

Present: Councillors T. Astell (Chair), P. Astell, D. Boynton, I. Gow, D. Healy, C. Hopkins, D. Horsley, D. Jack, L. Johnson, M. Pinder, D. Tucker, C. Wildey, A. Willis.

In Attendance: Helen Watson (Town Clerk), Matthew Snowden (Deputy Town Clerk)
5 members of the public, press and media

54/20: To note Councillors, Officers and members of the public present

The Mayor introduced the meeting and requested all Councillors set their microphones to mute unless invited to speak and that members of the public should mute their microphones and switch off their cameras.

Cllr A. Willis expressed concerns that meetings were becoming "toxic" in their nature due to the over politicization of the Town Council by some elected members and that undue criticism was being directed at the Town Clerk and other officers. Cllr D. Healy also noted this concern.

55/20: To receive apologies

There were no apologies to receive.

56/20: Declarations of Interest

56.1: To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

No declarations of interest were received.

56.2: To note dispensations given to any member of the council in respect of the agenda items below.

No dispensations were given.

57/20: To agree submission of the AGAR report before the deadline on August 31st 2020.

57.1: Annual Governance and Accountability Return 2019/20 Part 3 Sections 1 and 2

Cllr M. Pinder asked for her reservations to be minuted that the Town Council was not in a position to approve the Annual Governance and Accountability Return (AGAR) as it stands. Cllr L. Johnson stated that she had studied JPAG, the full AGAR documentation and the Internal Audit and was satisfied that the Return could be approved and submitted to the External Auditor. A full and frank discussion was had on this matter by all Councillors.

Proposal: That this Council approves the Annual Governance and Accountability Return (AGAR) as presented to Full Council and that a recorded vote be carried out.

Proposed: Cllr L. Johnson

Seconded: Cllr D. Jack

Recorded Votes

For: Cllrs P. Astell, T. Astell, D. Boynton, D. Healy, D. Horsley, D. Jack, D. Tucker, A. Willis

Against: Cllrs C. Hopkins, M. Pinder, C. Wildey

Abstention: Cllr I. Gow

Resolved: *That the proposal be approved and the Annual Governance and Accountability Return 2019/20 Part 3 Sections 1 and 2 be submitted to the External Auditor.*

57.2: Completed confirmation of dates of period for the provision of public rights form.

Proposal: That because the Covid-19 pandemic has resulted in the AGAR submission date being extended until August 31st 2020, the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability will be made public on the website on August 19th 2020. It was also noted that the Town Council office is closed to the public due to the pandemic and that reasonable access for public inspection will be made, taking staff annual leave and availability into account.

Proposed: Cllr L. Johnson **Seconded:** D. Horsley

Votes **For:** 13 **Against:** 0 **Abstention:** 0

Resolved: *That the proposal be approved.*

57.3: Bank reconciliation (RBS Report, Balance Sheet (to sign) and Bank Statements)

The Bank Reconciliation was noted and approved, with a designated Reconciliation Councillor to sign the document for submission to the External Auditor.

57.4: Explanation of any significant variances – PFK Littlejohn pro forma.

The Explanation of any Significant Variances was noted and approved for submission to the External Auditor.

57.5: Reconciliation between Section 2, Boxes 7 and 8 – PFK Littlejohn pro forma.

The Reconciliation Between Section 2, Boxes 7 and 8, was noted and approved for submission to the External Auditor.

57.6: Working Details for Annual Return Year Ending 2019/20 (Not required to send but can be used to cross reference the AGAR).

The Working Details of the Annual Return Year Ending 2019/20 were noted and approved.

57.7: Copy of the separate Internal Audit Report.

The Internal Audit Report was noted and approved for submission to the External Auditor.

57.8: Explanation of Reserves.

The explanation of reserves were noted and approved for submission to the External Auditor.



58/20: To approve the allocation of general reserves up to £5,000 for legal services.

Proposal: That following a request to the Mayor from the Personnel Committee, up to £5,000 is allocated from general reserves for the purposes of affording legal services.

Proposed: Cllr T. Astell **Seconded:** Cllr D. Healy
Votes **For:** 11 **Against:** 0 **Abstention:** 2

Resolved: *That the proposal be approved.*

59/20: To adopt the NALC Model Whistle Blowing Policy in accordance with the advice stated in the Audit Yorkshire report (see attached).

Proposal: That the Whistle Blowing Policy be referred to Policy and Finance Committee on Wednesday 2nd September 2020 for scrutiny and then subsequently recommended to Full Council for final approval.

Proposed: Cllr T. Astell **Seconded:** Cllr C. Hopkins
Votes **For:** 10 **Against:** 1 **Abstention:** 1

Resolved: *That the proposal be approved.*

The meeting ended at 19:07.

Signed:  _____

Date: 9/9/2020