

Minutes of the Brookenby Annual Parish Council Meeting held at 7.30 pm

at the Community Centre, Kent Road, Brookenby on 6th May 2025

Present: Cllr S. Sumnall (Chair), Cllr S Coulam , Cllr L Fraser, Cllr B. Preece,
Cllr R. Purdy, Cllr S.Turnbull, Cllr N Tracey,

In Attendance: C Bowles (Clerk)

Members of public present: 3

Ref 3075 (a) To Elect a Chairman

Cllr Sumnall was proposed for the Office of Parish Council Chairman by Cllr. Coulam. Seconded by Cllr.Tracey. There being no other nominations, Cllr Sumnall was duly elected as Chairman and signed the acceptance of office.

Ref 3075(b) To Elect a Vice-Chairman

Cllr Coulam was proposed for the Office of Parish Council Vice-Chairman by Cllr. Fraser. Seconded by Cllr. Turnbull. There being no other nominations, Cllr Coulam was duly elected as Chairman and signed the acceptance of office.

Ref 3076 To receive apologies for absence

Cllr T Smith (WLDC). Cllr Smith had attended the preceding Annual Parish Meeting but was now required for official commitments elsewhere.

Ref 3077 To receive declarations of interest under the Localism Act 2011- being any pecuniary or non-pecuniary interest in agenda items not previously on members' Register of Interests

None

Ref 3078 To receive any reports from external organisations to include Ward Councillor Allotments Association and Wolds Community Activity Group (WCAG)

There was nothing added to what had previously been disclosed at the Annual Parish Meeting.

Ref 3079 To approve the minutes of the Council Meeting held on 4th March 2025

Proposed : Cllr Tracey. Seconded Cllr Turnbull. All In Favour.

Ref 3080 To approve the minutes of the Extraordinary Council Meeting held on 11th April 2025

Proposed : Cllr Purdy. Seconded Cllr Tracey. All In Favour.

BROOKENBY

Parish Council

Finance Matters

Ref 3081 To approve financial report year ending 31/03/25

Resolved to approve financial report year ending 31/03/25, Proposed: Cllr S Turnbull, Seconded Cllr N Tracey. All in favour.

Ref 3082 To approve payment of the Schedule of Payments

Resolved to approve a Schedule of Payments of £21,603.76, previously circulated to councillors by email in April 2025

Proposed: Cllr R Purdy, Seconded Cllr S Coulam. All in favour

Ref 3083 To approve payment of the Schedule of Payments

Resolved to approve a Schedule of payments of £4899.22 dated 6 May 2025

Proposed: Cllr R Purdy, Seconded Cllr S Coulam. All in favour

Ref 3084 Receipts

The RFO stated that receipts in April 25 to time/date of Bank reconciliation totalled £26,656 primarily composed of the annual precept.

Ref 3085 Bank Reconciliation

The RFO disclosed a Bank Reconciliation as of £75,993.55 which was approved and signed by the Chair

Ref 3086 To discuss the Annual Internal Audit Report and resolve on any action to be taken

Cllr Coulam proposed that the report be accepted, seconded by Cllr Turnbull. All in favour.

Ref 3087 To approve the AGAR Section 1 (Annual Governance Statement) and resolve on any action to be taken.

Cllr Coulam proposed that the report be accepted, seconded by Cllr Purdy. All in favour.

Ref 3088 To approve the AGAR Section 2 (Annual Accounting Statements 2024/25) and resolve on any action to be taken.

Cllr Coulam proposed that the report be accepted, seconded by Cllr Sumnall. All in favour.

Ref 3089 To discuss addition AGAR documentation, including Exercise of Public Rights and variance report and resolve on any action to be taken

The Clerk suggested that, unless members had any objections, the dates for the exercise of Public Rights suggested by the external auditors (Tuesday 3rd June 2025 to Monday 14th July 2025) should be those adopted by Brookenby Parish Council.

No objections were raised.

BROOKENBY

Parish Council

Brookenby Parish Council,
Brookenby Community Centre,
Kent Road,
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clerk@brookenby-pc.gov.uk

The variance report was explained. The most significant variances, in both cash and percentage terms, were due to expenditure on the new playpark and the receipt of grants towards that.

Clerk's Report

Ref 3090 Community Centre

The Clerk reported on usage of the Community Centre including for the recent Council and Mayoral Elections and that the Scout Association was now meeting on Monday evenings.

The Parish Council's Community Centre Committee held its first meeting on 1st April and would bring reports to the full council meeting

Ref 3091 Correspondence

The VE Commemoration bench and silhouettes had been delivered.

Following correspondence from the County Emergency Planning Officer, Cllr Purdy and the Clerk were due to attend an exercise on 28th May.

The meeting closed at 2035hrs

Date of next meeting 1st July 2025