

MINUTES OF THE EAST WITTON PARISH COUNCIL ANNUAL MEETING HELD ON 07 MAY 2025 IN THE PARISH ROOM

Present

Mrs M Fawbert	Chair
Mrs Michele de Vaal	Vice Chairman
Mr Richard Wells	Councillor
Mr Alan Fullerton	Councillor
Mrs C Dent	Councillor
Ms Sarah Sayer	Clerk to the Council
Dr J Brown	Elizabeth Barnett Charity
Mr T Whitbread	Resident of East Witton

Item 1 - Introduction and Apologies

The Chair opened the meeting and welcomed those present. Apologies were received from County Cllr Karin Sedgwick and Catherine Whitbread. The reasons were due to other commitments and were accepted.

Item 2 – Minutes of Previous AGM

Minutes of the last annual meeting on 15 May 2024, had been signed off at the Parish Council meeting in September 2024. There were no matters arising from these minutes.

Item 3 – Public Participation

No questions received in advance of the meeting. No speakers registered.

Item 4 – Chairman’s Report

The Chair read out the report on the previous year’s Council business, a copy is attached. A verbal note at the meeting added the issues of flooding.

Item 5 – Report from the Charity of Elizabeth Barnett

Dr Julia Brown verbally presented the annual report for the Elizabeth Barnett Charity. The Income (from investments) for the year 2024/25 was around £6300.00 and the awards totalled £5860.00. The Trust contacts all eligible families and schools directly every year. This year Middleham & Spennithorne School, Hunton School and Leyburn School were all invited to apply for funding and all responded and received awards.

Michele de Vaal requested £10 to top up the £12 received from the book exchange in the telephone kiosk. This will be used to buy a book voucher from The Wonky Tree Book Shop, which will be given to Middleham and Spennithorne School to award to a pupil of their choice.

Item 6 – Exemption Criteria – External Audit

Considered the criteria: *Councils that are exempt from having an audit, ie those with gross budgeted income or expenditure (whichever is the higher) of less than £25,000 per annum*

Resolved: EWPC are exempt

Item 7 – Internal Audit Report

The internal audit was undertaken by Mrs Tracey Lambert. Dr Brown queried a conflict of interests between the Clerk and the Internal Auditor as they are siblings. The interest will be noted, but was felt not to be prejudicial, due to nature of the audit and transparency of the accounting procedures. It was suggested that Andrew Mills was approached to carry out the internal audit in 2025/26.

The signed report, included at page 4 of the Annual Governance and Accountability Return 2024/25 was noted.

Item 8 – Section 1 of the Annual Governance Statement

Section 1, included at page 5 of the Annual Governance and Accountability Return 2024/25 was presented by the Clerk.

The Parish Council members:

- i) Considered the findings of the review and;
- ii) Approved the Annual Governance Statement by resolution.

Resolved to approve Section 1 of the Annual Return. Section 1 was signed as correct by the presiding officer.

Item 9 – Accounting Statement 2023/24 (Section 2)

The RFO presented Section 2 of the annual audit, which had been signed by the RFO in advance of the meeting.

The Parish Council members:

- i) Considered the Accounting Statements as a whole;
- ii) Approved the Accounting Statements by resolution.

Resolved to approve Section 2 of Annual Accounting Statements. Section 2 was signed as correct by the presiding officer.

The opening balance for 2024/25 stood at £11110

The annual expenditure was £4757

The annual income was £5720

The closing balance for 2024/25 stood at £963

Item 10 – To approve the Publication of Documents

Approved.

Date for next AGM - May 2026 at 7.30pm in the Parish Room.

Signature.....

Date.....