

# **BROUGHAM PARISH COUNCIL**

## **ANNUAL PARISH COUNCIL MEETING**

Minutes of the Annual Parish Council Meeting held on 4<sup>th</sup> May 2023  
9.30am at 6 Brougham Avenue, Brougham

Present: Cllr S Harden (SH), Cllr R Stables (RS), Cllr Gordon Rigg (GR), Cllr Pater Ballinghall (PB) and Caroline Fancott-Beynon (Clerk) (CFB).

### **1. Declaration of Office to be signed**

Councillors signed the declaration of office for the new term. It was agreed in his absence that Cllr Dave Coward will sign his declaration at the next meeting

### **2. Election of Chairman**

Richard Stables proposed Sarah Harden, seconded by Gordon Rigg

### **3. Election of Vice Chair**

Sarah Harden forwarded Gordon Rigg, seconded by Gordon Rigg

### **4. Apologies**

None

### **5. Chair's Report**

A report was given by Cllr S Harden for the year 2022-23. There is an ongoing issue with road safety around the Brougham area and the council are still awaiting a full response and action from Highways. The A66 upgrade is ongoing and following meetings with representatives and submissions, BPC now await feedback on the decisions. Thanks were passed to GR for his work on the community contact leaflet.

### **6. Clerk Report**

The clerk gave a finance report detailing the accounts for the previous year.

### **7. Adoption of Annual Accounts**

Following a report from the clerk, the annual accounts were presented to the council. It was unanimously agreed to accept the accounts for the financial year 2022-23. The clerk reported that the council was eligible to declare itself exempt from external audit. The Annual Governance Statement was read out, agreed and signed by the Chair and Clerk.

### **8. Appointment of Representatives**

It was agreed that councillors would represent BPC as and when available for any relevant meetings and that SH would continue to be the liaison for the A66 Trans-Pennine project. GR would continue to oversee the accounts

Meeting closed 10am