

SIMONSTONE PARISH COUNCIL

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Date:	22 May 2025 – Annual Meeting of the Parish Council		
Place:	St. Peters School Church Hall, Simonstone		
Present:	Councillors: D. Peat, A. Duckworth, G. Norse, C. Pollard, S. Finn and M. Vaughton.		
In attendance:	Clerk to the Council (Mike Hill).		
Meeting started:	19:30	Meeting closed:	20:00

25/05/22/AMPC

1. TO ELECT A CHAIR FOR THE NEXT 12 MONTHS.

Cllr. Peat was elected Chair for the next 12 months.

2. TO ELECT A VICE CHAIR FOR THE NEXT 12 MONTHS.

Cllr. Finn was elected as Vice Chair for the next 12 months.

3. FOR CHAIR TO SIGN THE DECLARATIONS OF ACCEPTANCE OF OFFICE FORM.

The Chair signed the Declaration.

RESOLVED THAT COUNCIL:

Request the Clerk to redo all the Councillors Declarations of Interest Forms and submit them to RVBC

4. APOLOGIES FOR ABSENCE.

Apologies were accepted from Borough Cllr. Peplow, and Parish Cllrs. Hampson and McKelvey

5. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS.

Cllr. Pollard reminded members of his interest in Martholme Greenway.

6. APPROVE THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON 30 MAY 2024

The minutes were approved and signed by the Chair.

7. PUBLIC PARTICIPATION.

The public had participated in discussions at the Annual Parish Meeting which this meeting followed.

8. EXTERNAL AUDIT MATTERS:

8.1 TO APPROVE AS A CORRECT RECORD THE FINANCIAL STATEMENTS TO 31 MARCH 2025.

The Financial Statements to 31 March 2025 were approved.

8.2 TO AUTHORISE THE CHAIR TO SIGN THE CERTIFICATE OF EXEMPTION: ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2024/2025.

The Chair signed the Certificate of Exemption.

8.3 TO AUTHORISE THE CHAIR TO SIGN SECTION 1: AGAR 2024/2025.

The Chair signed Section 1.

8.4 TO AUTHORISE THE CHAIR TO SIGN SECTION 2: AGAR 2024/2025.

The Chair signed Section 2.

9. APPOINTMENT AND NOMINATIONS FOR PARISH ACTIVITIES.

9.1 TO APPOINT AN AUDITOR FOR 2026/27 AND 2027/28.

Members agreed to re-appoint David Swift.

9.2 TO APPOINT A REPRESENTATIVE(S) TO THE RVBC PARISH COUNCIL LIAISON MEETING (PCLM).

Members agreed that Cllrs. Peat and Hampson would represent the Council at the PCLM.

9.3 TO APPOINT TWO REPRESENTATIVES TO LALC.

Members agreed that Cllrs. Peat and Hampson would represent the Council at LALC meetings.

9.4 LIAISON WITH BOROUGH AND COUNTY COUNCILLORS.

Members agreed that Cllr. Peat would carry out this task.

9.5 COORDINATION OF PLANNING COMMENTS.

Members agreed that Cllrs. Duckworth and McKelvey would carry out this task and report to RVBC.

9.6 MONITORING AND LIAISON ON ALL ASPECTS OF THE PARISH LENGTHSMAN SCHEME.

Members agreed that Cllr. Duckworth would carry out this task.

9.7 ACTIVITIES INVOLVING LCC HIGHWAYS AND STREET LIGHTING, REPORTING DEFECTS ETC.

Members agreed that Cllrs. Hampson and Vaughton would carry out this task.

9.8 ACTIVITIES INVOLVING LCC PUBLIC RIGHTS OF WAY (PROW), REPORTING DEFECTS ETC.

Members agreed that Cllrs. Duckworth and Pollard would carry out this task.

9.9 COORDINATION AND LIAISON WITH OTHER PARISH COUNCILS, SOCIAL GROUPS, AND COORDINATING CHRISTMAS ACTIVITIES.

Members agreed that Cllrs. Finn, Norse and Vaughton would carry out this task.

9.10 WEBSITE UPDATE.

Members agreed that the Clerk should carry out this activity.

9.11 UPDATING SOCIAL MEDIA INCLUDING FACEBOOK.

Members agreed that Cllrs. Vaughton and Hampson would carry out this task.

9.12 PRODUCE A PARISH NEWSLETTER

Members agreed that Cllrs. Vaughton would carry out this task.

9.13 PRODUCE A PARISH PLAN

Members agreed that Cllrs. Hampson, Finn and Duckworth would carry out this task

10. REVIEW THE COUNCIL'S POLICIES, REGULATIONS AND PROCEDURES

Members considered the existing documents and agreed to update/review them throughout 2025/26.

11. APPROVE MEETING DATES FOR 2024/25

RESOLVED THAT COUNCIL:

Approved the following dates: 2025: 10 July, 4 September and 6 November. 2026: 8 January and 5 March.

Signed

Dated:

A signed copy is on file.

Next meeting: 10 July 2025