

MELMERBY PARISH COUNCIL

Minutes of the Extraordinary Meeting of Melmerby Parish Council held on Wednesday 23rd April 2025 at Melmerby Village Hall.

Present: Cllr David Bardsley, Cllr Chris Jones, Cllr Gary Fletcher, Cllr Bill Burford and Claire Rankin, Parish Clerk.

One member of the public was present.

2025/001 **Apologies for absence – RESOLVED** that apologies were received from Cllr Dougie Bell.

2025/002 **Declarations of Interest – RESOLVED** that there were no declarations of interest.

2025/003 **Exclusion of Press and Public (Public bodies Admission to Meetings Act 1960) - RESOLVED** that there were no items on the agenda that required this exclusion.

2025/004 **Public Participation - RESOLVED** that the Chairman of the Parish Council opened the meeting for members of the public to speak and also asked members of the public to speak at the start of the relevant agenda item. There were no items raised under public participation.

2025/005 **Annual Accounts – RESOLVED** that the annual accounts were approved for submission to the auditor.

Cllr Bardsley explained the reason for holding an extraordinary meeting in April was to comply with audit timescales and submission to AGAR by the end of June.

Cllr Bardsley also explained that the 2024/25 accounts included some payments related to 2023/24 (including village hall hire, two months of the clerk's salary and back payments to HMRC relating to the previous clerk and the start of the current clerk's employment).

The accounts approval was proposed by Cllr Jones and seconded by Cllr Burford. All those present were in favour.

2025/006 **Date and time of next meeting** –The next meeting will be held on 21st May 2025 which will also be the Parish Council AGM.

The meeting closed at 7.38 p.m.