Eskdaleside cum Ugglebarnby Parish Council

Minutes of the proceedings of the Annual Meeting of Eskdaleside cum Ugglebarnby Parish Council held on **Monday 11th May 2026 at 6.30pm in Sleights Village Hall** pursuant to Summons

PRESENT: Councillor A Watson (Chairman) in the Chair. Councillors: S Bremner, R Corner, A Harrison, J Parkin, P Perry, D Tate, M Warner.

C Riastrick – Clerk

No members of the public were present.

1. ELECTION OF CHAIRMAN FOR 2025-26

1.1. Cllr A Watson was proposed and seconded as Chairman of EUPC for 2026-27. **RESOLVED**: to appoint Cllr Watson as Chairman.

1.2. Cllr Watson signed the Declaration of Acceptance of Office of Chairman.

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2. APOLOGIES.

2.1. Apologies received from Councillor L Jones

2.2. **RESOLVED**: Reasons for absence were accepted and approved.

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3. ELECTION OF VICE-CHAIRMAN FOR 2025-26

3.1. Cllr L Jones, in her absence, was proposed and seconded as Vice-Chairman of EUPC for 2026-27. It was unanimously **RESOLVED** to appoint Cllr Jones as Vice-Chairman.

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4. APPOINTMENT OF REPRESENTATIVES

To note that the representatives/monitors below, do not have any individual decision-making authority, and that in respect of attending third party meetings/forums it is the Parish Council that decides what issues can be raised by its representative

To consider and appoint representatives for:

4.1. Reviewing Planning Applications & Producing Summary for Parish Council Meetings - Cllr Tate

4.2. Monitoring of Footpaths and reporting issues to Parish Council clerk/meetings - Cllr Tate

4.3. Monitoring of Parish Council Assets: benches, noticeboards, public conveniences etc. and reporting issues to Parish Council clerk/meetings. Cllr Tate

4.4. Parish Newsletter: This has been deleted as is no longer relevant.

4.5. Working Group consisting of 3 Cllrs to monitor Parish Plan Achievements and giving feedback to Parish Council meetings for further decision/action - Cllrs Harrison, Warner and Parkin.

4.6. Liaison person between Sleights Primary School and Eskdaleside cum Ugglebarnby Parish Council. After clarification of what this role entailed Cllr Corner agreed to carry out this role.

4.7. Poppy Wreath Layer at Remembrance Service – Cllr Parkin

4.8. Woodsmith Mine LGF Meetings It was agreed to discuss at the meeting prior to the forum and decide at that point.

4.9. Police-related forums & Rural Affairs Forum (NY Police & NYMNPA) - to attend meetings and report back to Parish Council meetings – Cllr Parkin

4.10. Yorkshire Local Councils Association - Scarborough Branch Representatives - up to 2 Cllrs to be appointed to attend meetings and report back to Parish Council meetings – No-one put forward but they will be mentioned at the meeting prior to the branch meeting.

4.11. NYMNPA Northern Area Parish Forum Meeting - to attend meetings and report back to Parish Council meetings – Cllr Harrison.

RESOLVED: All the above appointments were agreed and approved by Council.

5. FINANCIAL

To consider the following and decide actions where necessary

5.1. *To investigate the appointment of an Internal Auditor for the 2026-27 Financial Year*. Clerk will ask Gill Wren Accountancy if they will also do the audit for 2026-27.
5.2. *Review and approve Financial Regulations.* No change from 2025-26.
5.3. *Review and approve the Financial & Governance Risk Assessment.* **RESOLVED**: Agreed and signed
5.4. Review and approve the updated Asset Register This will be discussed at a future meeting.
5.5. Review, approve and sign the Annual Internal Control Checklist – This will be circulated at the June meeting

6. REVIEW OF POLICIES

To consider the following and decide actions where necessary

6.1. *Review and approve Standing Orders*
6.2. *Review and approve Complaints Procedure*
6.3. *Review the Freedom of Information Policy*
6.4. *Review and approve GDPR Privacy Policies*
6.5. *Review and approve the Publication Guide*
6.6. *Review and approve Document Retention Policy*
6.7. *Guidance for the Effective Management of Recording at Local Councils and Parish Meetings*
6.8. *Review and approve COSHH Register*
6.9. *Review and approve Public Convenience Risk Assessment - cleaning/management & fire*
6.10. *Review and approve the Social Media Policy*.
6.11. Review and approve Biodiversity Policy
6.12. Note all other policies/procedures
6.13. To note Policy/Procedure Review Timeline List will be updated to reflect above

RESOLVED: There have been no updates to the YLCA standard policies over the last 12 months so the policies remain as they were when last reviewed..

7. REVIEW OF SUBSCRIPTIONS

To consider and approve the ongoing annual subscriptions to the following organisations

7.1. Yorkshire Local Councils Association. **RESOLVED**: agreed and approved.

8. MEETINGS FOR 2026-27

To consider the suggested dates and decide actions where necessary

Date and Time	Meeting Type	Place
11th May 2026 at 7.00pm	Ordinary Meeting	Sleights Village Hall
1st June 2026 at 6.30pm	Ordinary Meeting	Sleights Village Hall
6th July 2026 at 6.30pm	Ordinary Meeting	Sleights Village Hall
7th September 2026 at 6.30pm	Ordinary Meeting	Sleights Village Hall
5th October 2026 at 6.30pm	Ordinary Meeting	Sleights Village Hall
2nd November 2026 at 6.30pm	Ordinary Meeting	Sleights Village Hall
7th December 2026 at 6.30pm	Ordinary Meeting	Sleights Village Hall

Date and Time	Meeting Type	Place
4th January 2027 at 6.30pm	Ordinary Meeting	Sleights Village Hall
1st February 2027 at 6.30pm	Ordinary Meeting	Sleights Village Hall
1st March 2027 at 6.30pm	Ordinary Meeting	Sleights Village Hall
5th April 2027 at 6.30pm	Ordinary Meeting	Sleights Village Hall

9. DATE OF NEXT MEETING.

The next Parish Council Meeting is immediately to follow the AMC with the ordinary meeting of Eskdaleside cum Ugglebarnby Parish Council and subsequently as agreed in the Meeting Schedule approved under Item 8.

Meeting closed at 6.47pm

Signed: …….. Chairman. **Dated: ……**

Catherine Raistrick
Proper Officer (Clerk)
Email: clerk@esk-ugg.pc.gov.uk