

ETTON PARISH COUNCIL

<p>Chair: John Holmes, Whitehouse Barn, Main Street, Etton East Riding of Yorkshire HU17 7PG Telephone: 01430 810797 Email: holmesja@btinternet.com</p>	<p>Clerk: Alan Bravey, 3 Ruskin Way, Brough, East Riding of Yorkshire HU15 1GW Telephone: 01482 662292 Email: ettonpc@outlook.com</p>
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3rd July 2024

To: All Members of the Parish Council

Dear Councillor,

I hereby give notice that a meeting of Etton Parish Council will take place at **7:30pm, MONDAY, 8 July 2024** at the Village Hall, Main Street, Etton, HU17 7PG. The Agenda for the Parish Council meeting is as set out below.

Members of the public and press are welcome to attend and may make representation to the Council in the Public Participation period, which will be at the start of the meeting.

Yours sincerely

Clerk to the Parish Council

AGENDA

Public Participation: To receive any questions / issues from the public

1. To receive any apologies for absence.
2. To record declarations of pecuniary and non-pecuniary interests by any member of the Council in respect of the agenda items below.
3. To receive and agree to sign the Minutes of the Parish Council Meeting, held on Monday 13 May 2024.
4. To raise any issues with / receive updates from Ward Councillors
5. To receive feedback on the meeting with the new owners of the Light Dragoon Pub
6. Action Log Update – Clerk
7. To receive any issues / resident's feedback received by Councillors
8. To receive the following correspondence:

- i. ERYC, Looking for 4 trial sites for 20 mph zones
 - ii. ERYC, Notification of planning approval, Erection of 7 dwellings and garages with associated access and parking Location: Land West Of 138 Main Street Etton East Riding of Yorkshire HU17 7PQ
 - iii. SSE Renewables, Update on Dogger Bank Proposed Offshore Windfarm
 - iv. HWRCC, Funding available for "Good Neighbours Schemes"
 - v. Resident, Hedge Cutting at railway bridge on Etton Road
 - vi. ERYC, Planning approval: retention of mobile field shelter and associated surface water drainage – Land West of 113 High Farm Main Street.
 - vii. Police and Crime Commissioner, Request to complete Humberside Police Crime and Plan Survey
 - viii. Resident, Verge cutting request – A1079 junction from Gardham
 - ix. ERYC, Updated quote for installing Street Lamp by the Light Dragoon, with new LED fitting - £2,347.00
 - x. ERYC, Confirmation of D-Day Grant for £500 for refreshments and Tommy statute.
9. To accept the resignation of Councillor Stott.
 10. To consider a planning application for a vehicular access (dropped kerb) 122 Main Street, Etton.
 11. To record the Parish Council's thanks to all those involved in i) the D-Day Commemorations and ii) the Village Picnic
 12. To consider a request to sell Parish Council land
 13. To consider two quotes from Northern Power Grid to install one lamp post near to the Village Hall, or near to the Light Dragoon
 14. To approve Section 1 of the Annual Governance Statement
 15. To approve Section 2 of the Annual Governance Statement
 16. To receive the budget outturn report and bank reconciliation for 2023/24
 17. To agree accounts for payment
 18. To agree agenda items for the Parish Council meeting on 9 September 2024 at 730pm

ETTON PARISH COUNCIL MEETING

13 May 2024

PRESENT: Councillor Holmes (Chairman), Bell, Heuck, Sleight, Stott, and Yeo.

Apologies were received from Councillor Williams.

Ward Councillor Wilcock was also in attendance.

10 members of the public were also present.

Public Forum – The Parish Council gratefully accepted an offer by a resident to update the Welcome to Etton Leaflet.

30/24 ELECTION OF CHAIRMAN – Resolved – To elect Councillor Holmes as Chairman until the Annual Council Meeting in May 2025.

31/24 ELECTION OF VICE CHAIRMAN – Resolved – To elect Councillor Bell as Vice Chairman until the Annual Council Meeting in May 2025.

32/24 DECLARATIONS OF INTEREST – There were no declarations made.

33/24 MINUTES OF PREVIOUS MEETING – Resolved – that the minutes of the Parish Council meeting held on the 11 March 2024 should be approved as a correct record and signed by the Chairman.

34/23 WARD COUNCILLOR UPDATE – Carriageway patching works had been scheduled for Etton Westwood Road. Further funding had been made available through the Do it for East Riding grant, which could be accessed by parish councils, village halls and other community groups. Devolution proposals had been agreed by the East Riding of Yorkshire Council, and if they were also approved by Hull City Council, it was expected that there would be mayoral elections in May 2025. It was noted that Jonathan Evison had been re-elected as Police and Crime Commissioner.

31/24 PERSONNEL COMMITTEE MEMBERS – Resolved – That Councillors Bell, Holmes and Yeo should be appointed to the Personnel Committee.

32/24 FUTURE MEETING DATES OF THE PARISH COUNCIL – Resolved that the Parish Council would meet on the following Mondays at 7.30 pm: 8 July, 9 September, 11 November, 13 January 2025, 10 March 2025 and 12 May 2025.

33/24 ACTION LOG UPDATE – It was noted that the new LED lanterns had been installed on the village street lights.

34/24 PARISH COUNCILLOR UPDATE – Cllr Yeo had been approached by a resident who had enquired about purchasing the Council land at 104 Main Street. It was agreed to put this on the next agenda for discussion.

35/24 CORRESPONDENCE – Resolved – i) that the following correspondence should be received by the Council:

- i. ERYC, Village Task Force remit
- ii. ERYC, Framed portraits of His Majesty the King
- iii. PKF Littlejohn, Appointment of External Auditors

- iv. ERYC, Notice of Intended Disposal of Asset of Community Value
- v. Jan Clovis, Donation of– “Etton an East Yorkshire Village” by T. Walter Hall
- vi. Cllr Wilcock, Writing to ERYC re Flooding in Etton
- vii. Humberside Police, Policing Update
- viii. ERYC, Opportunity to apply for D-Day Grant
- ix. ERYC, Town and Parish Councillors Communication Bulletin
- x. ERYC, Noting that the LED parts for the Street Lights are on order.
- xi. Yorkshire Wolds Cycle Challenge, Saturday 29th June between 11.30am and 1.30m.
- xii. ERYC, Amended description to application at Land West of 113 High Farm Main Street - Retention of mobile field shelter and associated surface water drainage - AMENDED DESCRIPTION
- xiii. ERYC, Six month Anti Social Behaviour Data
- xiv. Councillor Wilcock, Etton Westwood Road to be included in annual carriage way patching project
- xv. Resident, Reporting portholes 84 – 90 Main Street.

ii) That the Clerk would enquire whether there was a rolling footpath resurfacing programme, and whether the part of the path near to the war memorial and village hall could be prioritised, iii) that the damaged sign post at Warter Road would be reported iii) that the Clerk would inform ERYC streetscene enforcement about parking on pavements iv) that the Clerk would apply for a grant for the D-Day commemorations.

36/24 TRIMMING LAUREL TREES TO THE REAR OF THE POND PLANNING

APPLICATIONS – The meeting discussed the approach for maintaining the pond during the Spring and Autumn months, and whether this might be best done through a pond committee and community action, or through the Council’s contractor. The health and safety implications of working at the back of the pond were noted. It was agreed to get a quote from the Council’s contractor and discuss at a future meeting.

37/24 PLANNING APPLICATION - LAND WEST OF 113 MAIN STREET – RETENTION OF MOBILE FIELD SHELTER - Resolved – that it be noted the Parish Council had not objected to this planning application, but had asked for a waste management plan to be included in conditions.

38/24 LIGHT DRAGOON PUB – Resolved i) that it be noted that the Parish Council was not asked to trigger a moratorium as part of the disposal of community asset process and ii) that the Clerk would write to the brewery to ask about their intentions for the site.

39/24 UPDATE FROM ERYC PRINCIPAL ENGINEER RE FLOODING – Councillor Wilcock had received an update from ERYC on the Parish Council’s submission to the Section 19 flood investigation report. The reply said that:

- There may be benefits to tree planting but it would be difficult to quantify, and flood risk benefits would likely be limited. Hydraulic modelling would be required to properly understand the impact and ERYC was not able to fund this.
- The Council recommends residents invest in Property Level Flood Protection measures if they feel that their property is at risk of flooding. Every property, however, is different, and individual property surveys are required to assess suitability.
- Hydraulic modelling would be required to understand the impact of changing surface water flows with physical measures, or the benefits of reinstating historic ponds. Physical interventions that reduce flood risk to some areas or properties, must not increase flood risk elsewhere. ERYC are not able to fund the modelling.
- To assess the level of silt, build up within the culverted watercourse, a specialist Contractor would need to be appointed to jet and CCTV survey the system. We have a term service contract with a specialist contractor, and we have discussed the possibility of checking the culverted watercourse which runs along Main Street. This is a riparian

owned system and not the Councils responsibility to maintain, although if funding becomes available we can add the site to our programme of works.

ERYC Principal Engineer had met with three parish councillors and two residents to further discuss flood risk. The meeting had been informative and instructive, but it had been concluded that there were few options in reducing flood risk due to the steep valley catchment. A person owning lower-level ground must accept natural land drainage water from land at a higher level. ERYC may be able to support if adjacent land has made alterations so that run off cannot be considered natural.

40/24 QUOTE FOR INSTALLATION OF VILLAGE STREETLIGHT – Northern Powergrid had quoted £4442.87 to install the Parish Council’s existing street lamp outside of the Village Hall. This was significantly higher than the Parish Council anticipated, but it was felt that the additional lighting was still required.

Resolved – That the Clerk would enquire whether installation costs would be lower if they lamppost was sited outside of the Light Dragoon

41/24 D-DAY COMMEMORATIONS 6 JUNE 2024 – It was noted that arrangements were in place for the 6th June, with the fish and chip van booked for 7:30pm, light refreshments arranged and the potential for a reading.

42/24 VILLAGE PICNIC – Resolved – i) that a resident’s offer to coordinate the organisation of this year’s picnic would be gratefully received ii) that a flyer for both the D-Day Commemorations and Picnic would be produced.

43/24 – EXTERNAL AUDIT – Resolved – To submit an exemption from external audit.

44/24 ACCOUNTS FOR PAYMENT – Resolved – i) that it be noted that the following accounts had been paid by bank transfer:

- ICO – Annual Charge - £35

ii) and that the following accounts be approved for payment:

- Clerk - March / April Salary - £107.92
- HMRC – March / April PAYE - £71.20

45/24 ITEMS FOR THE NEXT AGENDA – Resolved – i) that the agenda for the meeting on the 8th July would include an update on the street lamp, and a discussion on the sale of Council owned land.

Signed: _____

Dated: _____

Etton Parish Council - Action Log

Action	Status	Lead	Update
Install new lampposts	Ongoing	Clerk	On Agenda
Planning Enforcement Issues	Ongoing	Clerk	6/9/23 Update - Planning Enforcement continuing to progress issue
Enquire about footpath resurfacing	Ongoing	Clerk	
Agree approach to pond maintenance	Ongoing	Cllr Holmes	Speak to P Ford for price to maintain.

Etton Parish Council Correspondence Record

13 May to 3 July

The Clerk will circulate correspondence when considered appropriate. If Councillors would like to see a copy of correspondence that has not been circulated, please notify the Clerk on ettonpc@outlook.com on 07932 016856.

From	Purpose of Correspondence
ERYC	Looking for 4 trial sites for 20 mph zones, by 1 st August
ERYC	Notification of planning approval, Erection of 7 dwellings and garages with associated access and parking Location: Land West Of 138 Main Street Etton East Riding of Yorkshire HU17 7PQ
SSE Renewables	Update on Dogger Bank Proposed Offshore Windfarm - www.doggerbankd.com
HWRCC	Funding available for “Good Neighbours Schemes” – e.g. mobile phones or volunteer expenses.
Resident	Hedge Cutting at railway bridge on Etton Road
ERYC	Planning approval: retention of mobile field shelter and associated surface water drainage – Land West of 113 High Farm Main Street.
Police and Crime Commissioner	Request to complete Humberside Police Crime and Plan Survey Police and Crime Plan 2024 (alchemer.com)
Resident	Verge cutting request – A1079 junction from Gardham
ERYC	Updated quote for installing Street Lamp by the Light Dragoon, with new LED fitting - £2,347.00.
ERYC	Confirmation of D-Day Grant for £500 for refreshments and Tommy statue

Town and Parish councillor's bulletin Thursday, 13 June

East Riding of Yorkshire Council sent this bulletin at 13-06-2024 04:26 PM BST

Having trouble viewing this email? [View it as a Web page.](#)



Key items for Thursday, 13 June 2024.

In this issue we have an update on the latest webinar, Household support fund, a summer of Pride and more.



Webinar: reporting potholes online

East Riding of Yorkshire Council is hosting a webinar to explain more about the online pothole reporting system.

The webinar will take place Monday 17, June 6pm - 7pm. Use the button below to book a place, or save the link to join on the day!

Hosted by Steve Parkinson, project manager, he will explain how residents can report potholes accurately and be provided with updates specific to the pothole they report.

Using this new method residents can now benefit from:

- An easier to find pothole webpage that contains more helpful information
- Automatic notifications updating them on their pothole report
- An online map showing currently logged potholes and the ability to subscribe to them to receive their notifications
- The ability to report an emergency pothole online during working hours, instead of having to call.

[Sign up for the potholes webinar](#)



Household Support Fund re-opens

Payments of £200 are now available to residents on low incomes in the East Riding through the latest round of the Household Support Fund, a national scheme.

As part of its help For Households campaign, we are encouraging people to apply for the money, which is designed to help those most in need, who are struggling with energy, water, food and grocery bills.

Those eligible include families with children of all ages, pensioners, unpaid carers, care leavers and disabled people, larger families, single-person households, and those financially in crisis.

Applications close on Saturday, 31 August 2024.

[Find out more about the Household Support Fund](#)



A summer of Pride

June marks Pride month and we're proud to show support for our LGBTQ+ staff and allies.

To show solidarity and our commitment to creating an [inclusive workplace](#), representatives from recruitment, fostering and public health will be supporting many Pride events throughout the summer.

We plan to fly the Pride flag and showcase our services at the following events:

- 24-30 June - [Beverly Pride](#)
- 6 July - [Bridlington Pride](#)
- 27 July - [Pride in Hull](#)
- 17 August - [Goole Pride](#)
- 22 September - [Wolds Pride](#)

We encourage all staff members to join us in promoting equality, respect, and understanding, not just during Pride month, but throughout the year.

[Read more about Pride month](#)



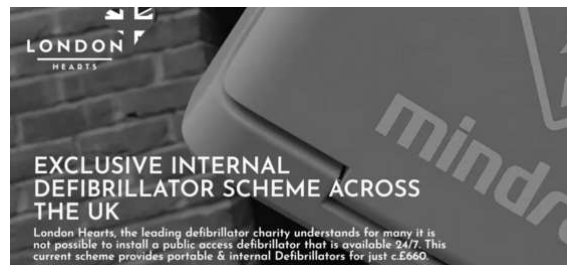
SEND consultation survey

We are carrying out a consultation survey for the disagreement resolution and mediation service and are trying to reach as many children, young people, and their families who have **special educational needs and disabilities (SEND)** needs (as well as professionals working with them) to complete a survey.

It's important to capture the perspectives of parents, carers, children and young people. We would like to ensure that everyone's voices are heard and taken into account, so please share this survey with users of the service and carers alike.

By participating in this survey, you'll have the opportunity to share your valuable insights and help shape the service's future.

[Take part in the survey](#)



Applications now open for new UK Exclusive Internal Defibrillator Scheme

London Hearts has launched a scheme to support distribution of internal/portable automated external defibrillators (AEDs) across the UK.

The fund is moving far quicker than initially anticipated given the limited funding requirement, so they are being allocated on a first come first basis as to avoid any disappointment.

[Apply for the scheme](#)



Highways planned maintenance

As a local highway authority, we have a large network of highways and assets that we are responsible for. You can [find out more about what we maintain](#) as a highway authority on the internet.

To keep it all serviceable, safe, and sustainable, we undertake a significant planned maintenance programme every year. This is maintenance work that is planned, rather than responding reactively.

[View the full highways programme](#)



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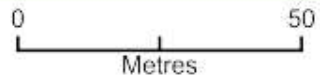


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plan18.6.2 amend



Plan Produced for: Mrs J Blake
Date Produced: 20 Jun 2024
Plan Reference Number: TQRQM24171105334303
Scale: 1:1250 @ A4









Etton



34 Main St

Etton, England



Google Street View

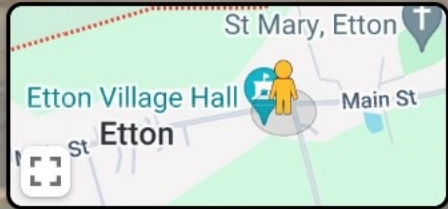
Aug 2011

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**PWLB FIXED RATE LOANS
ESTIMATED REPAYMENT COSTS**

Amount of Advance: 4,442.87

Period (years)	Annuity			EIP			
	Rate %	½ Yearly Cost (£)	Total Cost (£)	Rate %	Initial ½ Yearly Costs (£)	Reduces by each ½ year (£)	Total Cost (£)
1 year	-	0.00	0.00	-	0.00	0.00	0.00
Over 1 not over 1½	-	0.00	0.00	-	0.00	0.00	0.00
Over 1½ not over 2	5.59	1,189.40	4,757.60	5.59	1,234.90	31.04	4,753.32
Over 2 not over 2½	5.55	963.90	4,819.50	5.55	1,011.86	24.66	4,812.74
Over 2½ not over 3	5.50	813.36	4,880.16	5.50	862.66	20.36	4,870.50
Over 3 not over 3½	5.45	705.74	4,940.18	5.46	755.99	17.33	4,928.03
Over 3½ not over 4	5.41	625.06	5,000.48	5.42	675.76	15.05	4,984.68
Over 4 not over 4½	5.37	562.26	5,060.34	5.38	613.17	13.28	5,040.44
Over 4½ not over 5	5.33	511.97	5,119.70	5.34	562.91	11.86	5,095.31
Over 5 not over 5½	5.29	470.78	5,178.58	5.31	521.86	10.72	5,150.62
Over 5½ not over 6	5.26	436.54	5,238.48	5.27	487.31	9.76	5,203.82
Over 6 not over 6½	5.23	407.54	5,298.02	5.24	458.16	8.95	5,257.69
Over 6½ not over 7	5.20	382.66	5,357.24	5.21	433.08	8.27	5,310.90
Over 7 not over 7½	5.18	361.21	5,418.15	5.19	411.48	7.69	5,365.21
Over 7½ not over 8	5.15	342.31	5,476.96	5.17	392.53	7.18	5,419.08
Over 8 not over 8½	5.13	325.74	5,537.58	5.15	375.75	6.73	5,472.51
Over 8½ not over 9	5.12	311.14	5,600.52	5.13	360.79	6.33	5,525.49
Over 9 not over 9½	5.11	298.08	5,663.52	5.12	347.57	5.99	5,580.24
Over 9½ not over 10	5.10	286.35	5,727.00	5.11	335.66	5.68	5,634.78
Over 10 not over 10½	5.09	275.73	5,790.33	5.10	324.86	5.39	5,689.10
Over 10½ not over 11	5.09	266.23	5,857.06	5.09	315.02	5.14	5,743.19
Over 11 not over 11½	5.09	257.57	5,924.11	5.09	306.24	4.92	5,799.72
Over 11½ not over 12	5.09	249.65	5,991.60	5.08	297.97	4.70	5,853.48
Over 12 not over 12½	5.09	242.38	6,059.50	5.09	290.79	4.52	5,912.79
Over 12½ not over 13	5.10	235.83	6,131.58	5.09	283.95	4.35	5,969.33
Over 13 not over 13½	5.11	229.80	6,204.60	5.09	277.62	4.19	6,025.86
Over 13½ not over 14	5.12	224.22	6,278.16	5.10	271.97	4.05	6,085.62
Over 14 not over 14½	5.13	219.05	6,352.45	5.11	266.72	3.91	6,145.60
Over 14½ not over 15	5.15	214.40	6,432.00	5.12	261.83	3.79	6,205.80
Over 15 not over 15½	5.16	209.94	6,508.14	5.13	257.28	3.68	6,266.22
Over 15½ not over 16	5.18	205.93	6,589.76	5.14	253.02	3.57	6,326.87
Over 16 not over 16½	5.19	202.05	6,667.65	5.15	249.04	3.47	6,387.74
Over 16½ not over 17	5.21	198.56	6,751.04	5.16	245.30	3.37	6,448.83
Over 17 not over 17½	5.23	195.31	6,835.85	5.17	241.79	3.28	6,510.14
Over 17½ not over 18	5.25	192.28	6,922.08	5.19	238.71	3.20	6,575.78
Over 18 not over 18½	5.27	189.43	7,008.91	5.20	235.59	3.12	6,637.65
Over 18½ not over 19	5.29	186.77	7,097.26	5.21	232.65	3.05	6,699.74



**PWLB FIXED RATE LOANS
ESTIMATED REPAYMENT COSTS**

Amount of Advance: 2,347.00

Period (years)	Annuity			EIP			
	Rate %	½ Yearly Cost (£)	Total Cost (£)	Rate %	Initial ½ Yearly Costs (£)	Reduces by each ½ year (£)	Total Cost (£)
1 year	-	0.00	0.00	-	0.00	0.00	0.00
Over 1 not over 1½	-	0.00	0.00	-	0.00	0.00	0.00
Over 1½ not over 2	5.59	628.31	2,513.24	5.59	652.35	16.40	2,511.00
Over 2 not over 2½	5.55	509.19	2,545.95	5.55	534.53	13.03	2,542.39
Over 2½ not over 3	5.50	429.67	2,578.02	5.50	455.71	10.76	2,572.90
Over 3 not over 3½	5.45	372.81	2,609.67	5.46	399.36	9.15	2,603.29
Over 3½ not over 4	5.41	330.20	2,641.60	5.42	356.98	7.95	2,633.22
Over 4 not over 4½	5.37	297.02	2,673.18	5.38	323.91	7.01	2,662.67
Over 4½ not over 5	5.33	270.46	2,704.60	5.34	297.36	6.27	2,691.66
Over 5 not over 5½	5.29	248.70	2,735.70	5.31	275.68	5.66	2,720.88
Over 5½ not over 6	5.26	230.61	2,767.32	5.27	257.43	5.15	2,748.98
Over 6 not over 6½	5.23	215.29	2,798.77	5.24	242.03	4.73	2,777.44
Over 6½ not over 7	5.20	202.15	2,830.10	5.21	228.78	4.37	2,805.55
Over 7 not over 7½	5.18	190.82	2,862.30	5.19	217.37	4.06	2,834.24
Over 7½ not over 8	5.15	180.83	2,893.28	5.17	207.36	3.79	2,862.69
Over 8 not over 8½	5.13	172.08	2,925.36	5.15	198.49	3.56	2,890.92
Over 8½ not over 9	5.12	164.36	2,958.48	5.13	190.59	3.34	2,918.91
Over 9 not over 9½	5.11	157.47	2,991.93	5.12	183.61	3.16	2,947.83
Over 9½ not over 10	5.10	151.27	3,025.40	5.11	177.32	3.00	2,976.64
Over 10 not over 10½	5.09	145.66	3,058.86	5.10	171.61	2.85	3,005.33
Over 10½ not over 11	5.09	140.64	3,094.08	5.09	166.41	2.72	3,033.91
Over 11 not over 11½	5.09	136.06	3,129.38	5.09	161.77	2.60	3,063.77
Over 11½ not over 12	5.09	131.88	3,165.12	5.08	157.41	2.48	3,092.17
Over 12 not over 12½	5.09	128.04	3,201.00	5.09	153.61	2.39	3,123.50
Over 12½ not over 13	5.10	124.58	3,239.08	5.09	150.00	2.30	3,153.37
Over 13 not over 13½	5.11	121.39	3,277.53	5.09	146.66	2.21	3,183.24
Over 13½ not over 14	5.12	118.45	3,316.60	5.10	143.67	2.14	3,214.80
Over 14 not over 14½	5.13	115.72	3,355.88	5.11	140.90	2.07	3,246.49
Over 14½ not over 15	5.15	113.26	3,397.80	5.12	138.32	2.00	3,278.29
Over 15 not over 15½	5.16	110.90	3,437.90	5.13	135.91	1.94	3,310.21
Over 15½ not over 16	5.18	108.78	3,480.96	5.14	133.66	1.88	3,342.25
Over 16 not over 16½	5.19	106.73	3,522.09	5.15	131.56	1.83	3,374.40
Over 16½ not over 17	5.21	104.89	3,566.26	5.16	129.58	1.78	3,406.67
Over 17 not over 17½	5.23	103.18	3,611.30	5.17	127.73	1.73	3,439.06
Over 17½ not over 18	5.25	101.57	3,656.52	5.19	126.10	1.69	3,473.74
Over 18 not over 18½	5.27	100.07	3,702.59	5.20	124.45	1.65	3,506.42
Over 18½ not over 19	5.29	98.67	3,749.46	5.21	122.90	1.61	3,539.22

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

ENTER NAME OF AUTHORITY **Etton Parish Council**

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2024, that:

	Agreed		
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has been published.

Yes | No

ENTER PUBLICLY AVAILABLE WEBSITE ADDRESS **www.ettonpc.org.uk**

Section 2 – Accounting Statements 2023/24 for

ENTIRETY Etton Parish Council

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
1. Balances brought forward	6,455	3,578	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	5,716	6,095	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	12,927	3,471	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	1,121	1,223	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	20,399	7,807	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	3,578	4,114	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	3,578	4,114	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	24,819	25,528	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YYYY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Etton Parish Council 2023/24 Out Turn Report

	Budget	Actual	Difference	Notes
<u>Expenditure</u>	£	£	£	
Clerk's Salary	1265	1223	-42	
Admin/Expenses	350	62	-288	
Audit Fees	231	235	4	
Hire of Village Hall	100	0	-100	
Subscriptions	35	35	0	
Insurance	410	387	-23	
Grants / S157 / Entertainment	1000	522	-478	Grant for Coronation
Footway Lighting	2219	2136	-83	
Pond / War Memorial / Open Spaces	1100	3594	2494	New Bench, Church Way Resurfacing
Total Expenditure	6710	8194		
	Budget	Actual	Difference	
<u>Income</u>				
Precept	6095	6095	0	
Interest	15	93	78	
Grants / Reimbursement	0	1000	1000	Coronation Grant, Ashcourts Grant
Donations	0	513	513	Pond Donations (see 2023/24 year)
Draw from Reserves	600	493	-107	
Total Income	6710	8194	1484	
Expenditure Less Income	0	0		

Etton Parish Council Bank Reconciliation 31 March 2024

Prepared by Alan Bravey, Clerk to Etton Parish Council

Closing Statements 31 March 2024	£	£	£	£
Business Reserve Account		4084		
Add Undeposited Cash (Petty Cash)		30		
			4114	
Less - None				
NET BALANCES				4114
Ledger				
Opening Balance		3578		
Add Receipts in the Year		9566		
Less Payments in the Year		9029		
CLOSING CASH BOOK BALANCE 31 March 2024				4114

0.000

July / August 2024

Expenditure Authorised outside of the meeting for Noting

Payee	Detail	Total Cost	VAT
Resident	Picnic Costs	97.93	
Resident	Picnic Costs	26.95	
Peter Ford	Grass Cutting	304.50	
Clerk	D-Day Refreshments	155.92	
Royal British Legion	Tommy Figure	201	-
Clerk	D-Day / Picnic Newsletter	21.76	-

Expenditure for Approval

Item	Description	Total (£)	VAT (£)
1) Alan Bravey	July and August Salary (107.92) 2023 / 24 Working from Home Payment - £100, Postage Costs - £67.75, Microsoft 365 Costs - £35.28	£310.95	
2) HMRC	May and June PAYE	£71.20	