

CLINT CUM HAMLETS PARISH COUNCIL

Chairman: Cllr G Walker

Clerk & RFO: N Titchmarsh

Email: clerk@clintcumhamlets-pc.gov.uk

MINUTES OF THE ANNUAL GENERAL MEETING OF CLINT CUM HAMLETS PARISH COUNCIL held in the Community Centre, Burnt Yates on Wednesday 13th May 2026 @ 7.30pm

Abbr: GW = Cllr G Walker (Chairman), AM = Cllr A McQueen (Vice Chair), CP = Cllr C Padwick, RP= Cllr R Parker, RB = R Bareham (Previous Clerk), NT = N Titchmarsh (Parish Clerk), FCL = Felicity Cunliffe-Lister (County Councillor)

Key: AFSC-NY (Average and Fixed Speed Cameras – North Yorkshire, BYAA = Burnt Yates Allotment Association, CC = Cricket Club, CRP = Community Resilience Profile, IA = Internal Auditor, MoP = Member of the Public, NAG = Nidd Action Group, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PC = Parish Council, W3W = What 3 Words

Councillors Present: Cllr Walker, Cllr McQueen, Cllr Padwick, Cllr Parker

Members of Public: 1

MINUTES

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2627.001	Election of Chairman 2026/2027	
a)	To receive nominations for the position of Chairman Resolved: One nomination was received by the council and Cllr G Walker accepted the office of Chairman for one year	✓
b)	For the Chairman to sign the Declaration of Office Resolved: The Chairman signed the Declaration of Office	✓
c)	Chairman's opening remarks Resolved: The Chair welcomed everyone to the meeting	
2627.002	Election of Vice Chair 2026/2027	
a)	To receive nominations for the position of Vice Chair Resolved: One nomination was received by the council and Cllr A McQueen accepted the office of Vice Chair for one year. Cllr McQueen signed the declaration of office.	✓
2627.003	Election of Councillors 2026/2027	
a)	To receive nominations for the positions of Councillor Resolved: Cllr Padwick & Cllr Parker accepted to continue as Councillors	✓
2627.004	Absence and Apologies	
a)	To receive Apologies All councillors were present	✓
b)	To approve the reason(s) for absence given by Councillors. N/A	
2627.005	Dispensations & Pecuniary Interests	
a)	To receive, consider and decide upon any applications for dispensations. Resolved: There were no requests for dispensation	
b)	To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests. Resolved: There were no further requests to consider	
2627.006	Minutes for approval from Previous Meetings	
a)	To approve the minutes of the Ordinary Meeting of the Parish Council meeting held on the 11 th March 2026. Resolved: The Minutes were signed as a true record	✓
2627.007	Public Participation Session	
a)	For the public to talk to councillors about items on the agenda No matters were raised in relation to this agenda	

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- 2627.008 Councillor's report**
- a) To receive an update from Cllr Cunliffe-Lister
See Appendix A for Cllr Cunliffe-Lister's Report
Resolved: The council noted the report. ✓
- AM queried the redrawing of the Ward boundaries. These will be changing in May 2027 and FCL confirmed that Clint will be in Lower Nidderdale.
Resolved: GW asked if a contribution towards the new VAS sign was available; FCL confirmed she could contribute £500. NT to send FCL the details. NT
- Resolved:** RP asked about the connectivity for rural areas with the impending copper switch off. FCL to report back to RP. FCL
- 2627.009 Councillor Vacancies**
- a) For the chair/vice to update the council regarding the CCH councillor vacancy
Ongoing: No applications have been received. CP to repost on Facebook. CP
- 2627.010 Clerk's report**
- a) For the clerk to update the council
Year end was complex due to multiple overpayments last year, all were repaid but show in the accounts. I:Other consists of refunds totalling £1138.88, these come from the E:Salary (£901.88) & E:Subscriptions (£237)
Resolved: Another overpayment was made to HMRC; a refund request uncovered outstanding costs. £2.87 is now owed, which all agreed to pay. ✓
- Ongoing:** The AGAR for last year was incorrect, the internal auditor sent figures which were not used or approved. The AGAR 24/25 has now been removed from our website on advice of the Internal Auditor. NT to determine next steps. NT
- I have gained access to the Business Tax Account & have set up PAYE tools so reducing costs for Payroll. I have also cancelled the Printer Ink subscription.
Resolved: The Council has been asked to provide details of any CIL transactions since 2020 to the NYC Infrastructure Funding Officer. NT to send. NT
- 2627.011 Matters arising from previous meetings**
(Items requested to remain on the agenda or to be resolved)
- a) AM to update the council on playground development/funding
Ongoing: See Appendix B. The National Lottery Grant application was unsuccessful; they advised more community involvement if we wish to reapply. AM
CP provided details of a local fund which AM will pursue. GW/RP
In the meantime, AM will engage with Admiral Long School, continue grant applications, and the council will start repairs to the existing furniture:
GW & RP to fix fencing and install a new gate, AM to jet-wash & paint.
AM to research a small new piece of equipment to replace the tyres.
- b) GW to update the council on the repair to the Cricket Club wall
Ongoing: GW has chased but has had no response as yet. GW to update. GW
- c) GW to update on Village Gates & funding
Resolved: At this time, unfortunately there is no funding available ✓
- d) GW to update on the VAS sign, post & funding
Ongoing: The signpost was installed 11.05.26. Cost of the actual sign, plus training & setup is £4252.50, excl. VAT. The council discussed & approved the additional purchase of a lockable steel frame costing £125.00, excl. VAT. NT
RP questioned VAT Reclaim, NT to check if it can be done during ASAP.
NT to place the order and add the VAS to the insurance. NT
- e) GW to update on Community Speed Watch Scheme
Ongoing: GW to borrow another local parish's speed gun before the parish council invests in one. Some basic items will be needed to get started (high-vis vests, etc) and 4 volunteers would be needed to work in pairs. Mainly for data gathering and to act as a visible deterrent to speeding. GW

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2627.012

Items for discussion from Councillors or a member of the public.

(These are new items that have been requested to be included in the agenda)

- a) A request has been made by Barrie Whitehead for a grant of £100 to fund plants for the village flowerbeds/boxes.

Resolved: The council approved the request.

✓

2627.013

Planning Matters

- a) For the council to consider Planning Application 26/01838/FUL

Jerash, 4 Admirals Way, Burnt Yates, North Yorkshire, HG3 3EG

Response by: 16th May 2026

Demolition existing conservatory. Proposed single storey side extension, revised fenestration, associated external works, replacement of flat roof to garage with pitched roof including solar panels. ASHP unit.

Resolved: The Council had no objections to this application

✓

- b) For the council to consider Planning Application 26/01356/FUL

Esecote, Clint Bank Lane, Clint, North Yorkshire, HG3 3DS

Response by: 17th May 2026

Demolition of existing dwelling & erection of 1 self-build dwelling incl. garaging

Resolved: The Council had no objections to this application

✓

2627.014

End of Year 2025- 2026 Items

- a) For the council to note the findings of the Internal Audit

Resolved: A clean bill of health was given, except for the recommendation to add an IT Policy to the Parish Council website. An adapted YALC IT Policy was shared & approved. The Internal Auditor is happy to be used again next year.

✓

- b) For the council to note the Year End of the cash book for the 25/26 finances

Resolved: The Council noted the Year End 25/26

✓

- c) For the council to note Page 3 of the AGAR (Annual Internal Audit Report) 25/26

Resolved: The Council noted the Year End 25/26

✓

- d) For the council to consider the PKF Littlejohn Bank Reconciliation for 25/26

Resolved: The Council noted the Bank Reconciliation 25/26

✓

- e) For the council to consider approving the Explanation of Variances 25/26

Resolved: The Council noted the Explanation of Variances 25/26

✓

- f) For the council to consider approving Section 1 of the Annual Governance Statement 25/26

Resolved: The Council approved Section 1 of the AGAR 25/26

✓

- g) For the council to consider approving Section 2 of the Annual Governance Statement 25/26

Resolved: The Council approved Section 2 of the AGAR 25/26

✓

- h) For the council to consider approving the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return for 25/26 from Wednesday 3rd June 2026 to Tuesday 14th July 2026

Resolved: The Council noted the Notice of Public Rights

✓

- i) For the council to note under the Accounts and Audit Regulations 2026, the accounts information will be emailed to the external auditor before 30/06/26

Resolved: The Council noted the information will be sent to the auditor

✓

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- j) For the council to approve the dates of all Parish Council meetings for 26/27
Resolved: The Council approved the meeting dates to the end of 2027 ✓
- k) For the council to approve the Asset Register 26/27 for the AGAR
Resolved: The Council approved the Asset Register 2026 ✓
- 2627.015 Financial Matters**
- a) For the council to consider the Bank Reconciliation for March 2026
Resolved: The council noted the Bank Reconciliation ✓
- b) For the council to consider the Bank Reconciliation for April 2026
Resolved: The council noted the Bank Reconciliation ✓
- c) For the council to note the invoice from TP Jones (TPJ/P2250) for annual Payroll services of £85.80 (paid 27/03/2026)
Resolved: The council noted invoice ✓
- d) For the council to note receipt of the annual Cricket Club rent of £5
Resolved: The council noted the receipt ✓
- e) For the council to note receipt of the first instalment of the Precept of £4500 T21 PP1 26/27
Resolved: The council noted the receipt ✓
- f) For the council to note receipt of the VAT 126 Reclaim for 25/26 of £562.09
Resolved: The council noted the receipt ✓
- g) For the council to note the payment for the annual YLCA subscription (INV 5620) £251.00 (paid 05/05/26)
Resolved: The council noted the payment ✓
- h) For the council to approve the clerk's salary for March 26 of £332.57 (Q4 25/26 Total £720.06, not yet paid)
Resolved: The council approved the payment ✓
- i) For the council to approve the clerk's salary for April 26 of £289.40 (to be paid with Q1 26/27 in July)
Resolved: The council approved the salary ✓
- j) For the council to approve payment to HMRC for interest of £2.87 from 21/22
Resolved: The council approved the payment ✓

- 2627.016 Payments to Consider/note since last meeting:**
- c) TP Jones Payroll £85.80
- g) YLCA Subscription £251.00
- Resolved:** The council agreed to the payments ✓

- 2627.017 To confirm the date of the next Parish Council meeting(s):**
- a) Parish Council Meeting 8th July 2026 @ 7:30pm
(Cut-off date for agenda items 1st July 2026 please)
Resolved: The council noted the date of the next meeting ✓
- b) Planning Meeting 10th June 2026 @ 7:30pm
(Subject to planning applications being received, cut off 3rd June 2026 please)
Resolved: The council noted the date of the next meeting ✓

The meeting ended at 8.45pm

Signed

Dated:

APPENDIX A

Cllr Felicity Cunliffe-Lister Parish Report

Clint : May 26

North Yorkshire Parish Charter

The Parish Charter has been updated and can be found here : <https://www.northyorks.gov.uk/your-council/parish-charter> It sets out how NYC will work with and support the Parish Councils. I would be grateful if you could review this and let me know if this is being delivered in practise and if not what needs addressing.

Recycling Centres Registration Scheme

A new system has come into effect that requires households to register their name, address and vehicle before you can visit a recycling centre. The purpose is to ensure that it is just North Yorkshire residents who are making use of them (currently one in six users are not from the County). You can register online here :

<https://www.northyorks.gov.uk/bins-recycling-and-waste/household-waste-recycling-centres> or call NYC on 0300 131 2 131 or visit a library for assistance with this.

Local Power Plan

Funded by Great British Energy this is a scheme that has been set up to support community energy schemes which I hope is of interest. This can be found here : <https://www.gbe.gov.uk/local-power-plan>

Public Transport

It has recently been announced that NYC will continue with the provision of the bus services, meaning that there will be another 12 months before the Mayor takes on the running of them. I have asked that the proposals that have been put forward for improved or new routes but the Uredale Transport & Connectivity Working Group continue to be considered and developed and I am taking this forward with NYC officers. The Mayor is also currently reviewing the viability of rural franchising for bus services (where the local authority take on the provision of the service rather than contract with a bus operator) which will be interesting to see.

Community Transport

A volunteer driver scheme is now being operated by Masham Community Office, already with 40 journeys booked. If this is something you are interested in setting up for the local area, please let me know. The LibDems are putting forward a motion at Full Council next week calling for better support for community transport, to help provide transport where budgets to buses services have been cut and NHS transport to hospital no longer available.

Connectivity

I have been forwarded a response to Julian Smith from the Minister for Digital Connectivity about the lack of mobile connectivity in the area. Whilst the Home Office have installed additional masts in the Settle and Leyburn areas, this part of the world has not had any investment and there are a disproportionately high number of not-spot areas. I have raised further queries in response to the letter which refers to a Mobile Market Review and to further delivery in "populated areas", I am waiting for a response.

CIL funds

The Infrastructure Business Plan 25-30 has been published :

<https://www.northyorks.gov.uk/sites/default/files/2026-01/North%20Yorkshire%20Infrastructure%20Business%20Plan.pdf>

I am attending a CIL Spending workshop at County Hall at the end of the month. I have had a response to proposals I raised back in July of last year for potential projects. These have all been added to the list to consider when funding is available.

Community Led Housing

My concerns about the lack of provision for CLH in the Local Plan have not yet been resolved. The Development Plan committee is meeting in June and and I will be raising this then.

Ripon Mobility Hub

The current proposals were reviewed last week by the Uredale T&C Working Group, we have fed back our comments to the officer by way of informal consultation.

Ripon to Fountains Cycle Route

I have now seen a copy of the report. It recommends the route that was supported by the Uredale Partnership Transport & Connectivity Working Group which is good news. There is reference to a bridge being required which we are not sure is needed and is an expensive element which we are checking on. We will now be pushing for this to be delivered, first working through the elements that are within easy reach.

A66 Northern Trans-Pennine (NTP) project

Following publication of the third Roads Investment Strategy (RIS) on 26 March 2026, it has been confirmed that the A66 NTP scheme has been committed to by the government and is due to start main construction by the end of 2026.

During May, average speed cameras will be installed between M6 junction 40 and Temple Sowerby. This is in response to customer concerns over the existing 40mph speed limit not being adhered to by all drivers. The A66 will be closed, both east and westbound carriageways, overnight (12midnight-5am) between Kemplay roundabout and Temple Sowerby from 5-9 May 2026 inclusive (five nights).

Executive Meetings

The Executive met yesterday, the minutes are not available. The minutes from the meeting of 21st April are here :

<https://edemocracy.northyorks.gov.uk/ieListDocuments.aspx?CId=1147&MId=19608&Ver=4>

and to note from these:

- it was proposed that a 40p fee be introduced for the use of public toilets, the proposal that receipts could be ringfenced was rejected.
- The Council Plan for 26-30 was approved which can be found here :
<https://edemocracy.northyorks.gov.uk/documents/s67723/Appendix%20A%20-%20DRAFT%20Council%20Plan%202026-30.pdf> .
- An application for grant funding will be made to Homes England to enable the buy back of old Council housing (30 homes) which can then be provided as affordable housing

Cllr Felicity Cunliffe-Lister

Cllr.felicity.cunliffe-lister@northyorks.gov.uk

07592 114800

APPENDIX B

Burnt Yates playground next steps, for discussion at 13 May Parish Council Meeting

The history of the Burnt Yates playground: The current Burnt Yates playground was built in 2011 with commuted sums provided following the conversion of the Bay Horse pub to housing. These commuted sums were a one-off injection of funding. No equivalent funds are currently available.

The current status of the playground: The playground undergoes an annual safety review, and no high-risk issues were identified in the 2025 review. See summary review results below.

Asset	Fencing Title	Expiry Date	Risk Level
Swing - Metal 1 Bay 1 Junior 1, Rubber Seat	Transfer - Ongoing	2025/02/25 09:24:26	High
Monkey - Junior 1, Wipe, Slide	Transfer - Ongoing	2025/02/25 09:24:26	High
Fencing - Woodchip	None - Transfer ongoing	2025/02/25 09:24:26	High
Swing - Metal 1 Bay 1 Junior 1, Rubber Seat	Swing - Seat - Risk Lateral	2025/02/25 09:24:26	Low
Play Table	Transfer - Ongoing	2025/02/25 09:24:26	Low
Supernatural Tree Walk	Transfer - Ongoing	2025/02/25 09:24:26	Low
Gate - Wooden (Abutment)	Gate - Missing	2025/02/25 09:24:26	Low

But all agree the equipment is in need of repair and/or replacement.



The cost of a new playground: A number of playground suppliers have been consulted, and it is estimated that a full replacement of the playground would cost £30-40k.



The Council's limited funds: The parish council currently has a £4,800 of commuted sums available to spend on the playground. These funds have an expiry date of 2032.

The Council's grant applications: Grants are being sought to support refurbishment. A £20,000 bid to the National Lottery was unsuccessful, primarily due to a lack of evidence of local support. The Council can apply again, if more evidence of local support can be sought. Other grants are being sought from Tesco, Asda, Aviva.

Next steps, for Council consideration

Given the above, the following next steps are proposed for Council consideration.

- 1. Primary school engagement:** Alistair to meet with Admiral Long Primary School, to seek greater local support for grant funding.
- 2. Continue grant applications:** To continue grant applications, hopefully with greater evidence of community support.
- 3. Council funds:** Clarify what, if any, Parish Council funds are available to support fix and repair.
- 4. New gate:** Install new gate at entrance to park, to enable removal of broken fencing. (Using commuted sums, if necessary)
- 5. Fix, clean, and paint:** Remove broken fencing, fix broken wood, purchase new swing seats, jet-wash benches, and paint the existing structure. (Using commuted sums, if necessary)
- 6. Parish communication:** Post an update on the Burnt Yates Facebook group, and post a sign next to the playground, to update the local community. For example:
 - **Refurbishment of Burnt Yates Playground:** Our community playground is 15 years old, and we recognise it is in need of refurbishment. The original playground was built using one-off funds provided when the former Bay Horse Pub was converted into housing. No repeat funding is immediately available. At the Parish Council we are actively seeking new funds, from various grant-giving agencies. This may take some time. In the meantime, we hope to "tidy" the existing equipment. If you are experienced in grant funding, or could volunteer some time to help "tidy" the existing equipment, your support would be greatly appreciated. If you think you could help, please email parish councillor alistair.mcqueen@clintcumhamlets-pc.gov.uk. A little time could make a big difference. Thank you. Clint cum Hamlets Parish Council

CLINT CUM HAMLETS PARISH COUNCIL

Clint Cum Hamlets Parish Council				
<u>Total Receipts & Payments Account for the year ended 31/03/2026</u>				
	<u>Unrestricted (2025-2026)</u>	<u>Restricted (2025-2026)</u>	<u>Total (2025- 2026)</u>	<u>Previous Year 2024-2025</u>
Receipts				
I. Precept	£ 7,500.00	£ -	£ 7,500.00	£ 6,000.00
I. Bank Interest	£ -	£ -	£ -	£ -
I. NYCC	£ 500.00	£ -	£ 500.00	£ -
I. HBC	£ -	£ -	£ -	£ -
I. VAT Refund	£ 164.29	£ -	£ 164.29	£ 174.07
I. Commuted Sums/CIL	£ 2,280.00	£ -	£ 2,280.00	£ 1,634.41
I. Allotments rental	£ 270.00	£ -	£ 270.00	£ 270.00
I. Cricket Club Rent	£ 5.00	£ -	£ 5.00	£ 5.00
I. Other	£ 1,138.88	£ -	£ 1,138.88	£ -
I. Donations	£ -	£ -	£ -	£ -
Total receipts	£ 11,858.17	£ -	£ 11,858.17	£ 8,083.48
Payments				
E. Audit Fees	£ 60.00	£ -	£ 60.00	£ 60.00
E. Christmas Lights	£ -	£ -	£ -	£ -
E. Community and Field	£ -	£ -	£ -	£ 108.00
E. Commuted Sum/CIL	£ -	£ 2,280.00	£ 2,280.00	£ -
E. Defibrillator	£ -	£ 89.93	£ 89.93	£ 598.80
E. Grants	£ 100.00	£ -	£ 100.00	£ 100.00
E. Grasscutting	£ 1,650.00	£ -	£ 1,650.00	£ 1,650.00
E. Insurance	£ 378.65	£ -	£ 378.65	£ 370.99
E. IT	£ -	£ 249.00	£ 249.00	£ 267.97
E. Membership/Subscriptions	£ 474.00	£ -	£ 486.98	£ 229.00
E. Notice Board	£ -	£ -	£ -	£ -
E. Office expenses	£ 100.58	£ 270.11	£ 370.69	£ 249.50
E. Playground	£ -	£ 81.60	£ 81.60	£ -
E. Reserves/Contingency	£ -	£ 459.46	£ 459.46	£ -
E. Room Hire	£ 210.00	£ -	£ 210.00	£ -
E. S137	£ -	£ -	£ -	£ -
E. Salary and related costs	£ 4,107.14	£ -	£ 4,107.14	£ 3,244.52
E. Speed Camera	£ -	£ -	£ -	£ -
E. Training	£ 71.50	£ -	£ 71.50	£ 70.20
E. VAT	£ -	£ -	£ -	£ -
E. Village Hall	£ -	£ -	£ -	£ -
Total payments	£ 7,151.87	£ 3,430.10	£ 10,594.95	£ 6,948.98
Net receipts / (payments)	£ 4,706.30	-£ 3,430.10	£ 1,263.22	£ 1,134.50
Transfer	£ -	£ -	£ -	
Balance brought forward	£ 6,863.52	£ -	£ 6,863.52	£ 5,729.02
Balance carried forward	£ 11,569.82	-£ 3,430.10	£ 8,126.74	£ 6,863.52
Made up of:				
Current account	£ 6,341.13			
CIL Account	£ 1,785.61			
	£ 8,126.74			

Checks - this should equal zero

£ -

CLINT CUM HAMLETS PARISH COUNCIL

Annual Internal Audit Report 2025/26

CLINT CUM HAMLETS PC

WWW.CLINTCUMHAMLETS.CO.UK

During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.			NO PETTY CASH
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.			
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")	✓		
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2024/25 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.		NO	NO IT POLICY
P. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

11/05/2026

MR. ANDREW BOSMANS BA HONS

Signature of person who carried out the internal audit



Date

11/05/2026

***If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).**

****Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).**

CLINT CUM HAMLETS PARISH COUNCIL

INTERNAL AUDIT SERVICE FOR CLINT CUM HAMLETS PARISH COUNCIL

AUDIT PROGRAMME – PERIOD ENDING : 31 MARCH 2026

I certify that I have carried out the tests detailed below in accordance with the suggested approach contained in the 2011 edition of "Governance and Accountability in Local Councils in England and Wales – A Practitioners Guide".

Signed:  Date: 11/05/2026

Name & qualifications... MR. ANDREW BOSMANS

ON THE BASIS OF THE INFORMATION PROVIDED - NO SIGNIFICANT PROBLEMS NOR ANY ANTICIPATED

1 Internal Control	2 Tests	3 Initial Yes	4 Initial No	5 Comments-date checked
Previous Internal Audit Report	Do the minutes record that Council has considered the Internal Audit Report for the previous year and the matters arising addressed?	d		
Proper bookkeeping	Is the cashbook maintained and up to date?	d		
	Is the cashbook arithmetically correct?	d		
	Is the cashbook regularly balanced?	d		
Standing Orders and Financial Regulations	Has the Council formally adopted Standing Orders and Financial Regulations?	d		
	Has a Responsible Financial Officer been appointed?	d		
	Have items or services above a de minimis amount been competitively purchased?	d		
	Are payments in the cashbook supported by invoices and have they been authorised and minuted?	d		
	Has VAT on payments been identified, recorded and reclaimed?	d		
	Is Section 137 expenditure separately recorded and within statutory limits?			NOT APPLICABLE
Risk Management Arrangements	Does a scan of the minutes identify any unusual activity?		d	

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1 Internal Control	2 Tests	3 Initial Yes	4 Initial No	5 Comments-date checked
Risk Management Arrangements (contd)	Do the minutes record the Council carrying out an annual risk assessment?	d		
	Is insurance cover appropriate and adequate?	d		
	Are internal financial controls documented and regularly reviewed?	d		
Budgetary Controls	Has the Council prepared an annual budget in support of its precept?	d		
	Is actual expenditure against the budget regularly reported to Council?	d		
	Are any significant variances from budget explained?	d		
Income Controls	Is income properly recorded and promptly banked?	d		
	Does the precept recorded in the cashbook agree to the Council Tax Authority's notification?	d		
	Are security controls over cash adequate and effective?	d		
Petty Cash Procedures	Is petty cash spent recorded, and supported by receipts?		}	NO PETTY CASH
	Is petty cash expenditure reported to each Council Meeting?		}	
	Is petty cash reimbursement carried out regularly?		}	
Payroll Controls	Do salaries paid agree with those approved by Council?	d		CONSISTENT
	Are any other payments to the Clerk/other staff reasonable and approved by Council?	d		

CLINT CUM HAMLETS PARISH COUNCIL

1 Internal Control	2 Tests	3 Initial Yes	4 Initial No	5 Comments-date checked
Payroll Controls (contd)	Has PAYE/NIC been properly operated by the Council as an employer?	d		
Assets Controls	Do all employees have contracts of employment with clear terms + conditions?	d		
	Does the Council keep an Assets Register of all material assets owned?	d		
	Are the Assets & Investments Register up to date?	d		
	Do asset insurance valuations agree with those in the Asset Register?	d		
Bank Reconciliation	Is there bank reconciliation for each bank account?	d		
	Is the bank reconciliation carried out regularly on the receipt of statements?	d		
	Are there any unexplained balancing entries in any reconciliation?		d	
	Is the value of investments summarised on the reconciliation?	d		
Year-End Procedures	Are year-end accounts prepared on the correct accounting basis?	d		
	Do accounts agree with the cashbook?	d		
	Is there an audit trail from underlying financial records to the accounts?	d		
	Where appropriate, have debtors and creditors been properly recorded?	}		NOT
	Where appropriate, have debtors and creditors been properly recorded?	}		APPLICABLE
Digital & Data Compliance	Proper practices related to Data & Digital Compliance		d	*

* ONLY PARTIAL COMPLIANCE - WHILST ALL CLRS HAVE , GOV AS DOES GERRK AND WEBSITE I HAVE NOT SEEN EVIDENCE OF AN I.T. POLICY (MODEL ON YLCA WEBSITE)

CLINT CUM HAMLETS PARISH COUNCIL

Section 2 – Accounting Statements 2025/26 for

CLINT-CUM-HAMLETS PC

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	5729	6863 ^d	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	6000	7500	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	2083	4358	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	3087	4107	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	-	-	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	3862	6487 ^d	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	6863	8127	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	6863	8127	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	39150	40984	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	-		The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?	✓		For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 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

IDENTITY

Date

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

SIGNATURE REQUIRED

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED

CLINT CUM HAMLETS PARISH COUNCIL

Explanation of variances – pro forma

Name of member authority:

Clint-cum-Hamlets Parish Council

County and local council and parish meetings (e.g.):

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- variances of £100,000 or more require explanation regardless of the % variation year on year;
- **New from 2025/26 onwards:** variances of £500,000 or more in Box 2 require explanation regardless of the % variation year on year for smaller authorities with income and/or expenditure exceeding £5,500,000

	2024/25 £	2024/26 £	Variance £	Variance %	Explanation Required?	Explanation
1 Balances Brought Forward	5,729	6,863				Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES
2 Precept or Rates and Levies	6,000	7,500	1,500	25.00%	YES	Explanation of % variance from PY opening balance not required - Balance brought forward agrees Please see Attached sheets prepared for the precept 25/26
3 Total Other Receipts	2,683	4,358	2,275	109.22%	YES	The council applied for committed sums of £2280 in order to repair damage caused by fallen trees; There were also several overpayments which then had to be refunded, filling the receipts by over £1138. This figure includes accountancy payroll costs, an overpayment to HMRC which was then taken against outstanding charges from 20/21/2022.
4 Staff Costs	3,087	4,107	1,020	33.04%	YES	This includes the £2280 for the tree damage and also several overpayments totalling £1138, which were refunded, but inflated these totals.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	3,862	6,487	2,625	67.97%	YES	VARIANCE EXPLANATION NOT REQUIRED
7 Balances Carried Forward	6,863	8,127				VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	6,863	8,127				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	39,150	40,384	1,834	4.68%	NO	
10 Total Borrowings	0	0	0	0.00%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

CLINT CUM HAMLETS PARISH COUNCIL

Clint Cum Hamlets Parish Council
 Chairman: Clr G Walker
 Clerk & RFO: Robert Bareham
 Email: clerk.cohpc@gmail.com
 Tel: 07935 378544



2425.082.e) Budget 2025 -2026

Dear Council,

Preamble:

Please see below the draft budget for 2025 -2026
 Please see Attachment C

Rationale:

There is a recommendation for an increase in the precept from £9000.00 to £7500.00.

The increase in the precept is as follows:

- 2024 -2025 PRECEPT £9000.00. Typical band D property paid £21.35 for the year
- 2025 – 2026 PRECEPT £7500.00 Typical band D property to pay £26.44 for the year
- An increase of £5.09 for the year. Which is a monthly increase of 42.5p per household.

Prices are still increasing. YLCA is recommending councils consider a 10% increase in staff costs to cover NI contributions and salary increases from April 2025.
 The majority of payments have seen an increase of 10%.

CLINT CUM HAMLETS PARISH COUNCIL
Management accounts for the year ended 31.03.2026
 You can fill in the yellow cells with figures from your budget but remember that the actuals will be updating whenever you add data so by to run this report when data just up to a month end if possible.
 The Year to date (YTD) budget column has formulas in that will calculate based on the month number and the full year budget - eg £200 if in month 2 and the budget is £1200. You can of course overwrite these formulas if your budget is not shared evenly like this.

	YTD actuals	YTD budget	Variance	Full year budget	
Receipts					
1 Precept	£ 7,500.00	£ 7,500.00	-	£ 7,500.00	£10.38 increase for the year. Band D Property
1 Bank Interest	£ -	£ -	-	£ -	
1 NYCC	£ -	£ -	-	£ -	
1 HBC	£ -	£ -	-	£ -	
1 VAT Refund	£ 150.00	£ 150.00	-	£ 150.00	2024 -2025 Income
1 Command Surveys/CIL	£ -	£ -	-	£ -	
1 Allotments rental	£ 270.00	£ 270.00	-	£ 270.00	2024 -2025 Income
1 Cricket Club Rent	£ 5.00	£ 5.00	-	£ 5.00	2024 -2025 Income
1 Other	£ -	£ -	-	£ -	
1 Donations	£ -	£ -	-	£ -	
Total receipts	£ 7,925.00	£ 7,925.00	£ -	£ 7,925.00	
Payments					
E Salary and related costs	£ 4,044.00	£ 4,044.00	£ -	£ 4,044.00	10% increase due to NI contributions, pay increase
E Office expenses	£ 300.00	£ 300.00	£ -	£ 300.00	
E Audit Fees	£ 125.00	£ 125.00	£ -	£ 125.00	
E Training	£ 150.00	£ 150.00	£ -	£ 150.00	
E Membership/Subscriptions	£ 240.00	£ 240.00	£ -	£ 240.00	YLCA Subscription
E Insurance	£ 410.00	£ 410.00	£ -	£ 410.00	10% increase
E IT	£ 100.00	£ 100.00	£ -	£ 100.00	Email maintenance to Vision IT
E Room Hire	£ 200.00	£ 200.00	£ -	£ 200.00	
E Grantaiding	£ 2,000.00	£ 2,000.00	£ -	£ 2,000.00	Annual increase
E Christmas Lights	£ 40.00	£ 40.00	£ -	£ 40.00	
E Playground	£ 500.00	£ 500.00	£ -	£ 500.00	
E Detachable	£ 250.00	£ 250.00	£ -	£ 250.00	
E Village Hall	£ -	£ -	£ -	£ -	
E Community and Field	£ -	£ -	£ -	£ -	
E S137	£ 50.00	£ 50.00	£ -	£ 50.00	
E Grants	£ -	£ -	£ -	£ -	
E Reserve/Contingency	£ 1,000.00	£ 1,000.00	£ -	£ 1,000.00	
E Speed Camera	£ 2,500.00	£ 2,500.00	£ -	£ 2,500.00	S105 Funds may be able to help with this
E Notice Board	£ -	£ -	£ -	£ -	
E VAT	£ -	£ -	£ -	£ -	
Total payments	£ 11,909.00	£ 11,909.00	£ -	£ 12,289.00	

Speed camera = S106 funds should be available which would reduce the payments for the year from £11,909.00 to £9,409.00

Payments for the year £9,409.00
 Receipts for the year £7,925.00

£14,814.00 potentially taken from the general funds

Other option to increase the precept to £9,000 which would cover the shortfall of £14,814.00 and leave healthy funds in tact.

CLINT CUM HAMLETS PARISH COUNCIL

Smaller authority name: CLINT-CUM-HAMLETS PARISH COUNCIL

NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (EXEMPT AUTHORITY)

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026

Local Audit and Accountability Act 2014 Sections 25, 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)

NOTICE	NOTES
<p>1. Date of announcement <u>Monday 1 June 2026</u> (a)</p> <p>2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review. Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to:</p> <p>(b) <u>N.Titchmarsh,</u> <u>_____</u> <u>_____clerk@clintcumhamlets-pc.gov.uk_____</u></p> <p>commencing on (c) <u>Wednesday 3 June 2026</u></p> <p>and ending on (d) <u>Tuesday 14 July 2026</u></p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none"> • The opportunity to question the appointed auditor about the accounting records; and • The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 30 Churchill Place London E14 5RE (sba@pkf-l.com)</p> <p>5. This announcement is made by (e) <u>N. Titchmarsh, Parish Clerk/RFO</u></p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and exactly 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority</p>

CLINT CUM HAMLETS PARISH COUNCIL

CLUB AND SOCIETY



CLINT CUM HAMLETS PARISH COUNCIL

1 ELM TREE RISE, BISHOP MONKTON, HARROGATE, HG3 3QS

Account number	Sort code	Statement date
16706846	05-04-54	01 Mar 26 - 31 Mar 26

Date	Description	Type	Debits	Credits	Balance
01 Mar 26	Opening Balance				£8364.04
09 Mar 26	MOB, Yorkshire Local Co, Inv5290	Transfer	£36.50		£8327.54
23 Mar 26	MOB, Bay Horse Communit, Clint Cum Hamlets	Transfer	£120.00		£8207.54
27 Mar 26	FPS, Norrey Titchmarsh, Cricket Club Rent	Transfer		£5.00	£8212.54
27 Mar 26	MOB, Tp Jones & Co Llp, TPJ/P2250	Transfer	£85.80		£8126.74
	Total debits		£242.30		
	Total credits			£5.00	
	Closing Balance				£8126.74

Important information about compensation arrangements

We are covered by the Financial Services Compensation Scheme (FSCS). The FSCS can pay compensation to depositors if a bank is unable to meet its financial obligations. Your deposit is covered by the scheme. Details on the protection of eligible deposits can be found in the information sheet and deposits excluded from the scheme can be found in the exclusion list which can be obtained from your local branch. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Interest rate information

Planned borrowing interest rates apply to the amount of any borrowing, up to your agreed overdraft limit. Unplanned borrowing interest rates apply to any borrowing which is the result of our agreeing to a request from you for a temporary overdraft or temporary increase to an existing overdraft to cover a Payment Item to which you do not have sufficient Available Funds. Interest rates applicable during the statement period are available on request, please call the team at Virgin Money on **0800 121 7365** or **+44 141 221 7300**.

Dispute resolution

If you have a complaint, please talk to us first so that we can try to resolve it. If you are not happy with the way we handled your complaint or the result, you can then refer the matter to the Financial Ombudsman Service. The Financial Ombudsman Service is an independent organisation that helps resolve complaints that customers and financial institutions haven't been able to solve themselves.

CLINT CUM HAMLETS PARISH COUNCIL

Clint Cum Hamlets Parish Council					
Bank Reconciliation					
Current account					Date: 31/03/2026
Ending balance per account register					£6,341.13
Ending balance per bank statement					£6,341.13
Add unpresented deposits - copy uncleared deposits from register					
Date	Ref	Transaction Details	Fund	Category	Money In
Total unpresented deposits					£0.00
Less unpresented payments - copy uncleared payments from register					
Date	Ref	Transaction Details	Fund	Category	Money Out
Total unpresented payments					(a) £0.00
Adjusted balance					(b) £6,341.13
Difference					£0.00

CIL Account					Date: 31/03/2026
Ending balance per account register					1,785.61
Ending balance per bank statement					1,785.61
Add unpresented deposits - copy uncleared deposits from register					
Date	Ref	Transaction Details	Fund	Category	Money In
Total unpresented deposits					0.00
Less unpresented payments - copy uncleared payments from register					
Date	Ref	Transaction Details	Fund	Category	Money Out
Total unpresented payments					(c) 0.00
Adjusted balance					(d) 1,785.61
Difference					0.00

Bank Statement = (a)-(b)-(c)+(d) **£8,126.74**