

**NORTH FERRIBY PARISH COUNCIL**  
**MINUTES**  
**ANNUAL MEETING**  
**20 May 2024**

**PRESENT:** Councillors J.Abraham, M.Abraham, Blogg, Dennett, Holborn, Hookem, Knight, Shaikh & Wood  
**IN ATTENDANCE:** Clerk J Haslope, Ward Councillor Corless & Ward Councillor Hopton

Minute No.  
PC 24 -

1. **ELECTION OF CHAIRMAN** – Councillor Hookem expressed her wish to stand as Chairman. Councillor Wood proposed and Councillor Holborn seconded that Councillor Hookem be elected as Chairman of the Parish Council. Councillor Hookem was duly elected as Chairman and the declaration of office was signed.
2. **ELECTION OF VICE CHAIRMAN** – Councillor Knight expressed her wish to stand as Vice Chairman. Councillor Dennett proposed and Councillor J.Abraham seconded that Councillor Knight be elected as Vice Chairman of the Parish Council. Councillor Knight was duly elected as Vice Chairman.
3. **APOLOGIES FOR ABSENCE** – Cllrs Allmendinger and Black submitted apologies.
4. **COMMITTEES OF THE COUNCIL** – It was **Resolved** to appoint the Councillors to the Committees of the Council as listed below.
  - 4.1. Planning Committee - Cllrs M.Abraham, Allmendinger, Black, Blogg, Holborn & Hookem
  - 4.2. Playing Field Committee - Cllrs M.Abraham, Blogg, Holborn, Knight, Shaikh & Wood
  - 4.3. Environment Committee - Cllrs J.Abraham, Black, Dennett, Holborn & Wood
  - 4.4. Personnel Committee - Cllrs M.Abraham, Hookem, Dennett & Knight
5. **COUNCILLORS APPOINTED TO WORKING PARTIES OF THE COUNCIL**
  - 5.1. Newsletter / Website Cllr J.Abraham
6. **COUNCILLORS APPOINTED TO REPRESENT THE PARISH COUNCIL ON EXTERNAL ORGANISATIONS**
  - 6.1. Village Hall Trust Cllrs J.Abraham & Knight
  - 6.2. ERNLLCA District Committee Cllrs Hookem & Knight
  - 6.3. North Ferriby Twinning Association Cllr Hookem
  - 6.4. Transwaste Community Liaison Group Clerk J. Haslope
  - 6.5. Plot E Liaison Committee Cllr M.Abraham
7. **SIGNATORIES FOR CHEQUES** - Cllrs J.Abraham, Dennett & Hookem
8. **APPOINTMENT OF THE INTERNAL AUDITOR** – It was **Resolved** to appoint Matthew Garner from TC Group as Internal Auditor for the Parish Council.
9. **POLICIES AND PROCEDURES**
  - 9.1. **Standing Orders** – It was **Resolved** to approve this document.
  - 9.2. **Financial Regulations** – It was **Resolved** to defer this item until NALC have provided responses to the questions raised by the Clerk.
  - 9.3. **Risk Management Scheme** – It was **Resolved** to approve this document.
  - 9.4. **Code of Conduct** – It was **Resolved** to approve this document.
  - 9.5. **Complaints Procedure** – It was **Resolved** to approve this document.
  - 9.6. **Safeguarding Policy** – It was **Resolved** to approve this document.
  - 9.7. **Travel & Expenses Policy** – It was **Resolved** to approve this document.
  - 9.8. **Internal Audit Checklist** – It was **Resolved** to approve this document.

The meeting closed at : 7.10pm