

Fountains Abbey Parish Council

Clerk: David Taylor
Thornfield, 57, Whitcliffe Lane, Ripon, North Yorkshire, HG4 2LB
Telephone: 01765 601693
Email: clerk@fountainsabbey-pc.gov.uk

Minutes of the Part 1 the Annual General Meeting

Held on Monday May 18th 7.30pm at Studley Roger Village Hall

0-001-2026/2027

Present

Councillor Steve Byfield (Chair)

Councillor Charles Johnson (Vice Chair)

Councillor Jenny Atkinson

Councillor Vic Lawson

Councillor Derrick Slater

David Taylor Clerk

The meeting was opened by the Chair.

1-002 2026/2027

ELECTION OF CHAIR

RESOLVED

Cllr S Byfield was elected as Chair

2-003 2026/2027

ELECTION OF VICE CHAIR

RESOLVED

Cllr C Johnson was elected as Vice Chair

3-004-2026/2027

WELCOME OF CHAIR

Cllr Byfield thanks the council for his election as Chair

4-005-2026/2027

APOLOGIES FOR ABSENCE

None

5-006-2026/2027

DECLARATIONS OF INTEREST

No declarations of interest were received

6-007-2026/2027

APPLICATIONS FOR DISPENSATION

None were received

Fountains Abbey Parish Council

7-008-2026/2027

TO APPROVE AND ADOPT, WITHOUT AMENDMENT THE FOLLOWING GOVERNANCE DOCUMENTS:

1. Code of Conduct (Social Media)
2. Financial Regulations
3. Standing Orders
4. Publication Scheme
5. Records Management
6. Financial Risk Management
7. Risk Assessment
8. GDPR Statement

RESOLVED

All documents were approved and adopted

8-009-2026/2027

TO RECEIVE INFORMATION FROM THE CLERK REGARDING THE ANNUAL AUDIT OF ACCOUNTS FOR THE YEAR 2025/2026

RESOLVED

It was not possible to receive information from the Clerk. It was resolved to formally ask PK Littlejohn the NYC external Auditors for 1 month delay whilst the documentation is put in place, with a new deadline of 31st July.
It was resolved that a second part meeting will take place to receive the AGAR report.

9-010-2026/2027

TO APPROVE AND SIGN THE CERTIFICATE OF EXEMPTION OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2025/2026

RESOLVED

The certificate of exemption was approved and signed by the Chair.

10-011-2026/2027

Next Meeting 13th July Meeting closed at 8.30 pm

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At The Ordinary meeting of Fountains Abbey Parish Council held on Monday 14th September 2026
It was resolved by unanimous vote to approve these minutes, copies which had been previously
circulated to members, as a true and correct record. These Minutes were then signed by the Chair
accordingly

Chair full signature C J Johnson Date 14/09/26