

Ellel Parish Council

MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD IN GALGATE RECREATION ROOMS AT 19.15 MONDAY 29th JUNE 2015

Present:

Councillors: Mr S Booth (Chairman), Mr M Helm, M. O’Riordan, J. Greenwood and Mr I Collinson
Others: Ms Helen Barratt FCA (Internal Auditor), Mr G Catterson (Clerk to the Council)

29/15 APOLOGIES –D. Whitaker

30/15 DECLARATIONS OF INTEREST – Cllrs Booth, and Helm declared an interest in any item regarding the Village Hall.

31/15 ANNUAL AUDIT RETURN

1.1. Internal Auditor Report - The Internal Auditor presented her report to the Council. The major issues had arisen from the Clerk’s inability to get NatWest to send him the bank statements. This had resulted in him being unable to complete monthly reconciliations. The Risk Register would require updating to ensure better hand-over arrangements between the outgoing and incoming Clerk as well as assistance from Councillors during the transition.

Concern had been expressed in the previous year about the handling of invoices for Rhubarb News but this had now been addressed and a suitable system which met the requirements of the audit was found to be in place.

1.2. External Audit 2014/2015 – to review end of year reconciliation, approve sections 1, 2, 4 of the audit report

Variances had been adequately explained and were detailed by the internal auditor. It was agreed that the £6800 grant that had been received for footpaths should be discussed at the next meeting together with how the feed-in tariff from the solar panels should be allocated.

The Chair read out the 9 statements from Section 2, the Annual Governance Statement 2014/15 and the Councillors agreed with all of them except for the ninth statement regarding Trust Funds which was not applicable.

RESOLVED –

1. **That the Chair sign Section 1 – Accounting Statements 2014/15**
2. **That the Chair sign Section 2 of the Annual Governance Statement.**

The Council expressed their thanks to the Internal Auditor for her excellent work over the past year. The Clerk added his own personal thanks to the Internal Auditor for the help she had given him without which, in his opinion, the audit papers would not have been ready for presentation to the Council.

The meeting closed at 20.00hrs

Date and time of next ordinary meeting
13 JULY 2015 – DOLPHINHOLME VILLAGE HALL - 7.15PM

Signed Chairman Dated