

STOKE ST MICHAEL PARISH COUNCIL

These minutes are draft until considered and adopted/amended by the Parish Council meeting on 04 April 2019.

Minutes of the Special Meeting held on 21st March 2019 at 20.30 hrs.

Present: Cllr. Holder (Chair), Cllrs. Mearns, Taylor, Wolf, Hambly, Hayes, Johnston, McEntee

1. Apologies for Absence

Apologies for absence were received from Cllr Gibson.

2. Declarations of Interest

There were no declarations of interest.

3. Public Session

There were no members of the public in attendance.

4. Consideration and Approval of the Annual Governance and Accountability Return 2017/18

4.1 The Parish Council considered the Annual Governance and Accountability Return (AGAR), the Bank Reconciliation pro forma and the Significant Variance pro forma. As part of this consideration the Parish Council is aware that the Exercise of Public Rights did not take place due to circumstances outside the control of the Council. The Council unreservedly apologises for this omission and wishes to assure residents that any questions that arise from the late publication of the AGAR will be dealt with expeditiously.

Proposed by Cllr Mearns

Seconded by Cllr Wolf

Agreed unanimously

4.2 Section 1 – Annual Governance Statement 2017/18 – Members considered boxes 1 - 8 of the statement and confirmed a “yes” response to all boxes except 4 where the Public Exercise of Rights could not be confirmed.

Proposed by Cllr McEntee

Seconded by Cllr Mearns

Agreed unanimously

- 4.3** Section 2 - Accounting Statements 2017/18 – Members considered the analysis of income and expenditure and agreed to authorise the Chair of the Parish Council to sign the statement on behalf of the Council.

Proposed by Cllr Mearns

Seconded by Cllr Johnston

Agreed unanimously

- 4.4** Bank Reconciliation – Members considered the Bank Reconciliation pro forma, agreed its content and authorised it to be appended to the AGAR.

Proposed by Cllr Johnston

Seconded by Cllr Hambly

Agreed unanimously

- 4.5** Explanation of Variances – Members considered the Explanation of Variances pro forma, the detailed explanations of those variances in column 6, agreed the content and authorised it to be appended to the AGAR.

Proposed by Cllr McEntee

Seconded by Cllr Hayes

Agreed unanimously

- 4.6** Confirmation of the dates of the period for the exercising of public rights – Members confirmed at minute 4(1) that no period had been arranged and that public exercise of rights had not taken place. The second form of Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return was discussed by Members. It was agreed to make the formal announcement the following day, 22 March. The period would commence on 25 March with the 30 working days ending on 8 May.

Proposed by Cllr Mearns

Seconded by Cllr Hayes

- 4.7** Members considered the publication of the AGAR and supporting documents and resolved they be published on the web site and notice board on 22 March 2019.

Proposed by Cllr Taylor

Seconded by Cllr Hambly

The meeting closed at 21.00 hrs.

Signed

Date.....