

**Minutes for the extraordinary Parish Council meeting held on Friday  
8th April 2022, 20:30 -21:30hrs Location: Carrington Business Park**



**The following Councillors are summoned to attend the Parish Council meeting above, as described :**

Jean Booth (JB) | John Harper (JH) | Elizabeth. Harvey (LH) (**Chair**) | Sara Land (SL) | O.Shorinwa (DS) | Samuel Stevens (SS)

**Others Invited:** Paul Nolan (PN) Clerk

**1. Welcome (LH)**

- 1.1. Meeting started at 20:33
- 1.2. No Members of the public in attendance, as there is an embargo on some items being discussed by the Arts Council on the grant provided for the Queen's Platinum Jubilee Beacon event on 2nd June 2022.
- 1.3. The meeting was called by the Chair to review and resolve:
  - 1.3.1. The expenditure for the Queen's Platinum Jubilee Beacon;
  - 1.3.2. Section 1 – Annual Governance Statement 2021/22.

**2. Apologies, Quorum and Declarations of Interest (LH)**

- 2.1. Apologies from SS and DS
- 2.2. A full quorum is present
- 2.3. No declarations of interest since the last meeting

**3. Finance and risk management (PN)**

- 3.1. To be able to finance the Queen's platinum jubilee beacon event on 2nd June made possible with an £8800 grant from the Arts Council the attached items require approval from the full council. The schedule provided by the Clerk was scrutinised to ensure the expenditure was appropriate.
  - 3.1.1. Moved by LH, seconded by SL, agreed by ALL present
  - 3.1.2. **RESOLVED** the council has agreed to the expenditure on the schedule.

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**3.2. Annual Governance Statement 2021/22 (PN)**

It's the Parish Council's responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

<b>Control</b>	<b>'Yes' means that this authority:</b>	<b>Council Response</b>
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements	prepared its accounting statements in accordance with the Accounts and Audit Regulations.	Yes
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge	Yes
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	has only done what it has the legal power to do and has complied with Proper Practices in doing so.	Yes
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.	Yes
5. We carried out an assessment of the risks facing this Parish Meeting and took appropriate steps to manage those risks, including the introduction of internal controls and/or external	considered and documented the financial and other risks it faces and dealt with them properly	Yes

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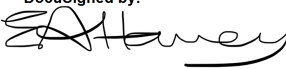


insurance cover where required.		
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls met the needs of this Parish Meeting.	Yes
7. We took appropriate action on all matters raised in reports from internal and external audit.	<a href="#">responded to matters brought to its attention by internal and external audit.</a>	Yes
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this Parish Meeting and, where appropriate, have included them in the accounting statements	disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.	Yes

3.2.1. Moved by LH, seconded by JB, agreed by ALL

3.2.2. **RESOLVED** the council agreed the controls with all parts of Section 1 – Annual Governance Statement 2021/22

4. **Next meeting:** Monday 18th April 2022 at 18:30  
Meeting closed at: 21:16

DocuSigned by:  
  
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 20/04/2022