

ALPHETON PARISH COUNCIL

MINUTES OF AN ADDITIONAL MEETING HELD AT
ALPHETON VILLAGE HALL ON 26 JUNE 2018 AT 7.00 PM

Present; Ken Watkins, (Chairman), Richard Barraclough, Trevor Rix, Madeline Gray, Graham Maskell, and Nicola Smith the Clerk.

1. Welcome: Chairman Cllr Watkins welcomed everyone to the meeting.
2. Apologies: Cllr Kemp and Cllr Sumner gave their apologies due to prior commitments. Apologies accepted.
3. Present: As above.
4. Declarations of Interest: None.
5. Public Forum: No members of the public were present.
6. Consider and approve updated Standing Orders and Financial Regulations: Draft documents had been provided to Cllrs ahead of the meeting. Cllr Barraclough proposed the updated draft documents be adopted, Cllr Watkins seconded. Motion carried.
7. Consider the internal control/audit 2017/2018
Cllr Gray had conducted the internal control/audit on 10 June 2018. Cllrs had been provided with a copy of the audit document, and agreed the recommendations as follows:
Update Standing Orders and Financial Orders to reflect GDPR – Clerk had updated these documents and they had been approved at this meeting;
Powers under which the PC approve expenditure to be recorded in financial schedules for approval at meetings – Clerk had started this practice since her employment and they would be recorded within the Minutes.
8. Annual Accounts for the Year Ending 31st March 2018
 - i. to consider the Annual Internal Audit 2017/2018. Cllrs considered this and agreed the contents.
 - ii. to consider, approve and sign the Annual Governance Statement. Cllrs considered the Annual Governance Statement, and all Cllrs present approved. Chairman and Clerk duly signed and dated the Annual Governance Statement.
 - iii. to consider, approve and sign the Accounting Statement. Cllrs considered the Accounting Statement, and all Cllrs present approved. Chairman and Clerk duly signed the Accounting Statement.
9. Cllrs Reports (if any): No reports at this additional meeting.
10. Date and time of next meeting: 7th August 2018 at 7pm

Meeting closed at 7.20pm.

Signed.....

Dated.....