

WINSFORD PARISH COUNCIL

DRAFT Minutes of the Extra-ordinary Meeting of Winsford Parish Council Held on Monday 4th July 2022, at 7.30pm in Winsford Village Hall

PRESENT: Councillors: Colin Wilkins (CW) – Chair, Kevin Connell (KC), Mel Mileham (MM), Bryany Neal (BN), Mike Hillier (MH) and Parish Clerk Jennifer Yates (JY)

CW opened the meeting at 19.30pm.

54.1 Apologies for non-attendance – Ian Brooks and Sarah Little

54.2 Declaration of Interests - None

54.3 To review and sign the AGAR documentation

- 1. Page 3 including approval of Exemption from external audit** - JY clarified the regulations qualifying the Parish Council for Exemption. Having all received and reviewed the 21-22 budget documentation the Council approved this – proposed by KC, seconded by BN, approved by all.
- 2. Page 5 Annual governance statement** – Each point was discussed and agreed - proposed by BN, seconded by MH and approved by all. During the discussion around these points it was agreed that it is necessary to review the set up of the asset register, separating out Council and Trust items. Also, there are new items to be added. This will be an agenda item at the next full Council meeting on July 25th. Further discussion centred around the difficulty of valuing the war memorial, and it was agreed that JY will take advice from the insurance company and from SALC (Somerset Association for Local Councils) re this valuation. It was also agreed that while we consistently provide finance reports at Council meetings, we do so less frequently at Trust meetings, and therefore we should add this as a standing agenda item for the Trust meetings. AFH financial management will be invited to attend a Trust meeting as soon as possible to review the best management of the Trust investment account.
- 3. Page 6 Accounting statement** – This was approved – Proposed by KC, seconded by MM. Discussion took place re the variance. JY explained why Box 7 and Box 8 do not match, due to 5 cheques which had been issued but not paid in at 1st April 2021, but added up to the exact figure which makes up the variance. Evidence was in the 2020-21 return for the March 31st figure. Further to that JY asked for further information re the variance between the precept in 2020 and 2021. It was explained that the reserve account was not sufficient and that as the Council was budgeting so tightly (carry forward was just £10.39) extra funds were needed to boost this reserve as there was such a tiny underspend.

54.4 JY to report on further actions to be taken to complete the process – The exemption form will be submitted on 5th July. The AGAR paperwork and accompanying documents will be put on the website for the required timeframe. JY will put together the papers for the internal audit and arrange for this to take place.

54.5 Date of Next meeting – Monday 25th July 2022 at 7.30 in Winsford Village Hall

There being no further business CW closed the meeting at 20.03.