

WESTHAMPNETT PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY MEETING OF THE PARISH COUNCIL

HELD ON 10th JUNE 2014

AT ASHKEYS, STANE STREET, WESTHAMPNETT

PRESENT: Cllrs. B Holman (Chairman), B Harding (Vice Chairman), Mrs C McLeish, Mrs J Hardstaff, Mrs C Moth and Mrs P Wood.

IN ATTENDANCE: Mrs M Monachan (Locum Clerk)

The Meeting opened at 7pm.

252. APOLOGIES FOR ABSENCE

An apology was received and accepted from Cllr Fabricus.

253. DECLARATIONS OF INTEREST

Members and officers were invited to make any declarations of pecuniary and/or non-pecuniary interests that they may have in relation to items on the agenda and were reminded to make any declarations at any stage during the meeting if it then became apparent that this may be required when a particular item or issue was to be considered. No declarations were made at this point of the meeting.

254. TO RECEIVE THE INTERNAL AUDITOR'S REPORT AND TO APPROVE THE 2013/2014 ANNUAL RETURN AND SUPPORTING DOCUMENTS FOR SUBMISSION TO THE EXTERNAL AUDITOR

A copy of the Internal Auditor's report had been circulated to all members (for copy see Minute Book). The Internal Auditor had completed Section 4 of the Annual Return and had identified nine action points. Each of the nine points was reviewed by Members. The Chairman had addressed the most urgent issue of the advertising of the audit by obtaining an extension from the External Auditor. A new notice of audit had been drawn up and displayed on the local noticeboards. The Council RESOLVED that all the action points and recommendations made by the Internal Auditor will be acted upon and reviewed again at the next full parish meeting.

The Council reviewed the figures contained in Section 1 and the statements listed in Section 2 of the Annual Report. The Council RESOLVED to approve the signing off of the Statement of Account and Annual Governance Statements of its 2013/2014 Annual Return by the Chairman and the submission of the signed Annual Return to the External Auditor.

The meeting closed at 7.23pm.

Chairman:

Date: