

# KILMINGTON PARISH COUNCIL

## MINUTES OF THE MEETING HELD AT 7.30pm ON WEDNESDAY 18th SEPTEMBER 2019 IN THE CUDMORE ROOM AT THE VILLAGE HALL

**Present:** Cllrs B. Trott (Chair), M. Collier (Vice Chair) M. Jones,  
E. Styles, S Huscroft, P. Ball, J. Mear, A Dare

**In Attendance:** A Jenkins (Clerk/RFO)

**Members of Public:** None

### COUNCIL BUSINESS

**1. Apologies**

Cllr. S. Seward

**2. Declarations of Interest**

None

**3. Finance**

**AGAR 2018/19**

**a) To receive the Clerk's Report**

The Clerk reported that the Accounts for the year 2018/19 had now been finalised and the internal audit completed. He gave a detailed explanation of how he had compiled the accounts and the difficulties he had encountered in completing the accounts, due to the various missing documents and the lack of figures to bring forward from a previous year's AGAR. Cllr. Jones proposed approval of the Clerk's report, seconded by Cllr. Huscroft, all in favour.

**b) To receive the Internal Auditors Annual Report**

The Clerk presented the annual internal audit report with the additional notes to Councillors who noted the report. Cllr. Collier proposed acceptance of the Internal Auditors report, seconded by Cllr. Dare, all in favour.

**c) Section 1 - To approve and sign off the Annual Governance Statement**

Councillors reviewed the system of internal control prior to completing the Annual Governance Statement. Cllr. Mear proposed approval of the Annual Governance Statement, seconded by Cllr. Styles, all in favour. The Chair and Clerk then duly signed the Statement.

**d) Section 3 – To approve and sign off the Accounting Statements**

The Clerk presented to Councillors the signed and dated Accounting Statements for the year 2018/19 and gave a detailed explanation of the accounts. Councillors considered the accounting statements. Cllr. Jones proposed approval of the accounting Statements, seconded by Cllr. Ball, all in favour. The Chair then duly signed the accounting statements.

**e) Exercise of Public Rights Period**

The Clerk advised that he had set the dates of the period for the exercise of public rights as commencing on Monday, 23<sup>rd</sup> September 2019 and ending on Friday, 1<sup>st</sup> November 2019. He said that the regulations stated that the Notice must be published on the Website and Notice board **the day before** this period commences. He would arrange for the Notice to be published on Sunday ,22<sup>nd</sup> September 2019.

**f) Consider any further action to be taken by the Council**

Following discussion, it was agreed that the Chair and Clerk arrange to meet with the EDDC Monitoring Officer and EDDC Cllr. Chubb to appraise them what has occurred and the present position at Kilmington PC. Also agreed to hold a Public Interest Report Meeting on the 16<sup>th</sup> October to inform Parishioners of the recent internal control issues and the measures taken to prevent a recurrence.

The meeting closed at 8.20pm.

Signed *B Trott*

Date *08/10/19*



