

# OFFWELL PARISH COUNCIL

## MINUTES OF A MEETING HELD ON THURSDAY 7<sup>th</sup> JUNE 2018 IN THE SOCIAL CLUB

**Present:** Cllrs. A. Small (Chair), J Tristram, S Patch,  
T Staunton, P. Tuke C Whithear, D. Millington

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

**Members of Public:** 0

### COUNCIL BUSINESS

**1. Apologies**

Cllr.M. Brake, Cllr. M. Mulrain

**2. Declaration of Interests**

None

**3. Finance**

The Clerk reported that the accounts for the year 2017/18 had now been finalised and the internal audit completed.

He also advised that new external auditors had been appointed and that there had been a change in the rules and regulations. Smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2018, may wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller authorities) Regulations 2015.

There is now no requirement to have a limited assurance review or to submit an Annual Governance and Accountability return to the external auditor, provided that the authority has certified itself as exempt at a meeting of the authority after 31 March 2018 and a completed Certificate of Exemption is submitted notifying the external auditor.

The Clerk presented the annual internal audit report to Councillors who noted the report.

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

The Clerk then presented to Councillors the signed and dated Accounting Statements for the year 2017/18 and gave a detailed explanation of the accounts. Councillors considered the accounting statements. Cllr. Millington proposed approval of the Accounting Statements, seconded by Cllr. Patch, all in favour. The Chair then duly signed the accounting statements.

Cllr. Tristram proposed the Council certifying itself as exempt from the limited assurance review, seconded by Cllr. Tuke, all in favour. The Chair and Clerk then duly signed the Certificate of Exemption. The Clerk to submit the Certificate to the external auditors.

The Clerk advised that he had set the dates of the period for the exercise of public rights as commencing on Monday 18<sup>th</sup> June 2018 and ending on Friday 27<sup>th</sup> July 2018. 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 will arrange for the Notice to be published on the 17<sup>th</sup> June 2018.

Councillors asked for the Clerk to send a letter to the internal auditor, Mr. T. Cuthbertson thanking him for his work in acting as the internal auditor for the Council.

The meeting closed at 8.15pm.

Signed..... Date.....



