

# OFFWELL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL EXTRAORDINARY MEETING ON FRIDAY 28<sup>th</sup> JULY 2023 AT 6.00PM IN THE VILLAGE HALL

**Present:** Cllrs. J. Tristram (Chair), C. Whithear, M. Norfolk, T. Norris, D. Blackmore,  
T. Pepper

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

**Members of Public:** 0

### COUNCIL BUSINESS

**1.To receive apologies for absence and to approve reasons given (LGA 1972 S.85 (1))**

A. Welch-Thornton

**2.To receive any declarations of interest relating to items outlined in this agenda (this does not preclude the duty to declare further interests as applicable**

None

**3. To review the Internal Auditors report in respect of the 2022-23 Annual Governance and Accountability Return (AGAR).**

The Clerk reported that the accounts for the year 2022/23 had now been finalised and the internal audit completed. Cllr. Tristram presented the annual internal audit report to Councillors. Councillors noted the report. Cllr. Whithear proposed acceptance of the Internal Auditors Report, seconded by Cllr. Norris, all in favour

The Clerk advised that the external auditors are the same as last year. Smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2023, are able to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller authorities) Regulations 2015. There is 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 2023 and a completed Certificate of Exemption is submitted notifying the external auditor.

**4. To consider, and if thought fit, approve and sign the Annual Governance Statement Section ONE of the 2022-23 AGAR (Version 2, with exemption)**

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

**5. To consider, and if thought fit, approve and sign the Annual Accounting Statements Section TWO of the 2022-23 AGAR (Version 2, with exemption)**

The Clerk then presented to Councillors the signed and dated Accounting Statements for the year 2022-23 and explained the accounts. Councillors considered the accounting statements. Cllr. Tristram proposed approval of the Accounting Statements, seconded by Cllr. Pepper, all in favour. The Chair signed the Statement.

**6. To consider the proposal that Offwell Parish Council seeks exemption from the External Auditing of its 2022-23 accounts as per the regulations for AGAR Version 2.**

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

**7. To consider and set the dates for the Period of Exercising of Public Rights**

The Clerk suggested adopting the dates of the 1st August 2023 to 13<sup>th</sup> September 2023. Councillor Norfolk proposed setting these as the dates, seconded by Cllr Pepper, all in favour.

The Meeting closed at 6.30pm.

Signed *J. Tristram*

Date *23/08/2023*