



## **COUNCIL MINUTES**

**Monday 3<sup>rd</sup> JUNE 2019**

Present: Cllrs, Bailey, J Bayford, B Bayford, R Binks (Chair), R.K Binks, Buckley, Dexter, Garner, P Moore, W Moore, Rawf, D Saunders, M Saunders and Savage

Town Clerk: Danielle Dunn

Deputy Town Clerk: Christine Chappell

**30 APOLOGIES FOR ABSENCE**

Cllr Parsons

**31 DECLARATIONS OF INTEREST**

None.

**32 MINUTES**

RESOLVED to APPROVE and Chairman to SIGN the minutes of the Annual Council meeting of Monday 20<sup>th</sup> May 2019.

Proposed Cllr. M. Saunders, seconded: Cllr. Rawf, agreed.

**33 COMMITTEE MEETING MINUTES**

None to receive

**34 QUESTIONS**

None

**35 COMMUNICATIONS**

None

**36 COUNCILLOR GIFT AND HOSPITALITY REGISTER**

Ref. Min. 25

RESOLVED to adopt the Councillor Gift and Hospitality Register

Proposed Cllr. R. Binks, seconded Cllr B Bayford, agreed.

**37 CONTRACTOR FOR INTERNAL WORKS PIERREMONT HALL**

RESOLVED that the Council delegate powers to the Community Assets Committee to appoint the firm to undertake the internal refurbishment works at Pierremont Hall (contract over £50,000).

Proposed Cllr. M. Saunders, seconded Cllr. J. Bayford, agreed.

**38 APPOINTMENTS TO COMMITTEES, SUB COMMITTEES, WORKING PARTIES AND REPRESENTATIVES TO OTHER BODIES**

MIN ref: 24

RESOLVED To confirm the appointments to committees, sub committees, working parties and external groups for the 2019-20 civic-year as per Min ref 24. Proposed Cllr B Bayford, Cllr Buckley, agreed.

**39 END OF YEAR INTERNAL AUDIT REPORT**

RESOLVED to RECEIVE the internal audit report, no actions required. Proposed Cllr B Bayford, seconded Cllr M Saunders, agreed.

**40 ANNUAL RETURN, THE REVIEW OF INTERNAL CONTROL ARRANGEMENTS AND THE ANNUAL GOVERNANCE STATEMENT**

RESOLVED to receive the Statement of Internal Control 2018-19.

RESOLVED to receive and the chairman to sign the Annual Governance Statement 2018-19.

RESOLVED to receive the audited Annual Return for the 2018-2019 Financial Year, a copy of the Chairman's signed Return attached to these minutes as a record.

RESOLVED and Chairman to sign the consolidated balance sheet for the financial year 2018-2019.

RESOLVED that the Annual Return can be submitted to PKF Littlejohns and a period of public rights of inspection held between the 7<sup>th</sup> June and 26<sup>th</sup> July 2019.

Proposed Cllr B Bayford, seconded Cllr RK Binks, agreed.

**41 INTERNAL AUDITOR APPOINTMENT**

RESOLVED to appoint Mr Lionel Robbins as the Town Council's Internal Auditor for the 2019-2020 financial year. Proposed Cllr B Bayford, seconded Cllr M Saunders, agreed.

**42 FORWARD AGENDA ITEMS AND DATE OF NEXT MEETING**

The date of the next meeting is 22<sup>nd</sup> July 2019.

Town Clerk  
Meeting closed at 8:40pm

Meeting was recorded: ~~yes~~/no  
Members of the public were present: ~~yes~~/no  
Members of the press were present: ~~yes~~/no