



Stalbridge Town Council Meetings

Town Council Meeting Minutes

Draft minutes of extraordinary meeting of the Town Council Meeting held on Wednesday 23rd June 2021. (Held in the open at Spire Hill business Centre) Commencing at 7 p.m.

Councillors present at the meeting:

K Garland (Chair), D Andrews, J Convoy, M Dimmer, H Hatcher, R Lovell, B Penfold, M Robinson & S Waite.

Clerk for the meeting:

T Watson

Open Forum: Please note: a period up to a maximum of fifteen minutes will be allowed for public comments and questions concerning items listed on the following agenda

No comments

1. To receive apologies.

R Roden

2. To receive declarations of interest & Requests for dispensations (Please notify the Town Clerk prior to the meeting)

K Garland: Pecuniary item 4a.in relation to payments to IK Services. H Hatcher: Pecuniary item 4a.in relation to payments to Stalbridge Building Supplies

3. To approved the updated terms of delegation in relation to Covid 19 up to and including 31.09.21

K Garland

RESOLVED: To approved the updated terms of delegation in relation to Covid 19 up to and including 31.09.21

4. Finance.

a. To receive a list of payments made under delegated terms.

Four Counties services	Broadband & Voip June	£100.80
Four Counties Services Ltd	IT support June	£89.04
British Gas Lite	Elec hub 01.05-07-06.21	£267.46
British Gas	Gas hub 02.05-01.06.21	£75.70
Tesco	Mobile phone June	£12.99
OA Bedford	Internal Audit 20.21	£80.00
John Fieldhouse D & P	Paint of Church Hill pump	£28.99
John Fieldhouse D & P	Labour& materials for Church Hill pump	£327.15
Partnership Security	replace 2 x emergency lights	£156.00

Partnership Security	Repair alarm fault	£96.00
Stalbridge building supplies	Screws for Caundle Lane finger post	£1.42
Stalbridge building supplies	Part to clean & treat cross information board	£36.10
R Sharp	STC & Dc grass cutting 12/04-14/05/21	£1,980.50
DAPTC	Subs 21.22	£832.41
Bankline	May	£26.30
IK Services	Street Cleaning - May	£2,616.67
DC Pension Fund	Emp & Empl contribution June	£467.76
HMRC	Tax & NI June	£343.86
T Watson	Salary June	£1,371.31
Dorset Council	rates Hub 4 of 10	£749.00
Dorset Council	rates car park 4 of 10	£469.00
SLCC	Clerk GPC Cilca submission	£30.00

RESOLVED: List of payments made under the scheme of delegation in relation to covid 19 was noted.

b. To receive the year end 31.03.21 financial report

RESOLVED: To accept the year- end financial report as presented.

5. To receive notice of the advertisement and period for the Exercise of Electors rights.

The date was noted as between the 1st July & the 11th August

6. To receive the internal auditors report for 20.21

There were no items of report in the internal audit

7. To consider the effectiveness of the internal audit 20.21

The internal audit covers the TC current, deposit and all sub-committee accounts. It was noted that the internal audit had been carried out in accordance with the suggested approach in the 2008 edition of 'Governance and Accountability in Local Councils in England and Wales – A Practitioners Guide'.

RESOLVED: That the internal audit 20.21 had been effective and thorough.

8. To consider the Annual Governance Statement section of the Annual return 20.21

Sections 1-9 of the annual Governance statement was considered in relation to the Town Council taking the following actions:

- Preparation of accounting statements in accordance with accounts & audit regulations.
- Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
- Has only done what it has legal power to do and has complied with proper practices in doing so.
- During the year all persons interested are given the opportunity to inspect and ask questions about the accounts.
- Considered & documented financial and other risks and dealt with them.

- Has arranged for a competent person independent of the financial controls & procedures to give an objective view whether internal controls meet the needs of the authority.
- Responded to any matters raised by the internal auditor.
- Disclosed everything it should about its business activity during the year including events taking place after the year end if relevant.
- The Town Council are not a sole managing trustee of any local trust or trusts.

9. To approve the Annual Governance Statement section of the Annual return 20.21

RESOLVED: It was proposed and agreed to record Yes in boxes 1-8 & N/A in box 9 of the Annual governance statement.

10. To consider the Accounting Statements section of the Annual return 20.21

Box 7 in the accounting statements was verified against the bank reconciliation .

11. To approve the Accounting Statements section of the Annual return 20.21

RESOLVED: It was proposed and agreed to accept the figures presented for sections 1-10 and to enter no in section 11 of the accounting statement.

12. Date of the Next meeting - The next Town Council meeting will be held on Wednesday 21st July 2021.

There being no further business the Meeting closed at 7.16 pm