

# STALBRIDGE TOWN COUNCIL

Clerk: T Watson  
TheHub@Stalbridge  
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Tel 01963 364276.  
Email: clerk@stalbridgetowncouncil.gov.uk

## Approved minutes of extraordinary meeting of the Town Council On Wednesday 19<sup>th</sup> June 2019

**Present Councillors** K Garland (Chair), D Andrews, J Convoy, M Dimmer, H Hatcher, B Lovell, P Penfold, M Robinson & R Roden.

T Watson (Clerk)

### **In attendance**

There were 2 members of the public in attendance.

#### **1. Public Open forum**

No comments

#### **2. To receive apologies.**

B Newton & S Waite

#### **3. Declarations of interest.**

None.

#### **4. To receive notice of the advertisement and period for the Exercise of Electors rights.**

The date was noted as between the 20<sup>th</sup> June & the 1st August

#### **5. To receive the internal auditors report for 18.19**

The point of note was that 2 finance annex had not been signed off.

#### **6. To consider the effectiveness of the internal audit 18.19**

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 18.19 had been effective and thorough.**

#### **7. To consider the Annual Governance Statement section of the Annual return 18.19**

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

1. Preparation of accounting statements in accordance with accounts & audit regulations.
2. Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. Has only done what it has legal power to do and has complied with proper practices in doing so.
4. During the year all persons interested are given the opportunity to inspect and ask questions about the accounts.
5. Considered & documented financial and other risks and dealt with them.
6. 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.

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7. Responded to any matters raised by the internal auditor.
8. Disclosed everything it should about its business activity during the year including events taking place after the year end if relevant.
9. The Town Council are not a sole managing trustee of any local trust or trusts.

Whilst some new members had some reservations regarding answering the questions, as they had not been in post others were assured by the internal audit report which cross referred to each of the test points.

## **8. To approve the Annual Governance Statement section of the Annual return 18.19**

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

## **9. To consider the Accounting Statements section of the Annual return 18.19**

Box 7 in the accounting statements was verified against the bank reconciliation and the explanation of variances considered.

## **10. To approve the Accounting Statements section of the Annual return 18.19**

**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.**

**11. Date of the Next meeting - The next Town Council meeting will be held on Wednesday 10<sup>th</sup> July 2019. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Tuesday 2<sup>nd</sup> July 2019.**

There being no further business the meeting closed at 8.25 pm

**Date: 10 July 2019**

**Signed: .....**

**Chairman**