

STALBRIDGE TOWN COUNCIL

Clerk: T Watson
TheHub@Stalbridge
Station Road, Stalbridge, Sturminster Newton, Dorset, DT10 2RG.
Tel 01963 364276.
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Approved minutes of extraordinary meeting of the Town Council on Wednesday 20th June 2018

Present Councillors K Garland (Chair), T Bishop, J Cowley, R Knapp, R Lovell, B Newton & J Wardell.

In attendance

T Watson (Clerk)

1. Apologies.

Apologies had been received in advance of the meeting from C Moore, P Brember, G Carr-Jones & B Penfold

2. To welcome a new Town Council Member.

Members welcomed R Lovell

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 22nd June & the 2st August.

5. To receive the internal auditors report for 17.18

The point of note was that some cheque stubs had not been countersigned.

6. To consider the effectiveness of the internal audit 17.18

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: It was proposed and agreed to accept the report as presented and members felt that the internal audit had been both comprehensive and effective.

7. To consider the Annual Governance Statement section of the Annual return 17.18

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.

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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.
7. Responded to any matters raised by the internal auditor. i.e. change in presentation of VAT reclaims 16.17
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.

8. To approve the Annual Governance Statement section of the Annual return 17.18

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 17.18

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 17.18

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.

There being no further business the meeting closed at 7.13 pm

Date: 11 July 2018

Signed:

Chairman