

COATES PARISH COUNCIL
MINUTES OF THE EXTRAORDINARY MEETING of the COUNCIL
Chairman for this meeting: Richard Harrison
MEETING MONDAY 14 JUNE, 2021 at 7.30 COATES VILLAGE HALL

Present:

Councillors and Officials:	
Harrison, Richard (RH)	Chairman
Dobson, John (JD)	Councillor
Harris, Stephen (SH)	Councillor
Torry-Harris, Gilly (GTH)	Councillor
Coates, Caroline (CC)	Clerk
Apologies	
Hobson, Andrew (AH)	Councillor
Barry Wainwright (BW)	Councillor

RECEIVE APOLOGIES

Prior to the meeting AH and BW formally sought approval for their absence. Councillors resolved to approve both absences.

1. ANNUAL GOVERNANCE AND REPORT (AGAR)

1. Signing and approval of Exemption Certificate

'To certify that during the financial year 2020/21, the higher of the authority's gross income for the year or the gross annual expenditure for the year did not exceed £25 000.'

The Parish Council resolved to sign the Certificate of Exemption.

2. Review of effectiveness of the system of internal control

The Internal audit and recommendations were reviewed.

Councillors recognise that materials were removed from the website earlier than should have happened. All documentation identified in the audit and in the 'Transparency Code for Smaller Authorities' has now been added to the website. Councillors acknowledge minimal risk as a result of the materials being published throughout the identified period of 'Public Rights' and until recently.

The draft 'reserves policy' was shared and discussed.

The Parish Council resolved to accept the reserves policy.

The Parish Council resolved to address and implement all recommendations from the Internal Audit and from the 'Transparency Code for Smaller Authorities'.

3. Approve the Annual Governance Statement

The Parish Council reviewed and resolved to approve the Annual Governance Statement as recommendations from the Internal Audit have been addressed.

4. Accounting statements 2020/21

a consider the accounting statement

Councillors considered the accounting statement and resolved to accept reporting changes identified by the auditor.

b approve the accounting statement

Councillors resolved to approve the accounting statement.

c signed and dated

The accounting statement was signed and dated by the Chair and RFO.

5. Councillors to agree the proposal for the start of the Period for the Exercise of Public Rights on 1 July and will be in place for 30 working days.

Councillors resolved to accept the proposed period for the exercise of Public Rights starting on 1st July and remaining in place for 30 working days.

2. POINTS FOR CONSIDERATION AT NEXT MEETING

No points were raised for consideration at the next meeting.

The meeting closed at 8:30pm

Chairman Signature:	Parish Clerk Signature:	Date:

NOTICE OF NEXT MEETING: Monday 5th July 7:30pm at the Village Hall

Electronic copies of these and Previous Minutes are available from the Parish Clerk: clerk@coatesparish.org.uk