

**MINUTES OF A MEETING OF THE PARISH COUNCILS FINANCE COMMITTEE HELD IN THE METHODIST OLD CHURCH HALL AT 20.50 HOURS ON MONDAY 24 MAY 2010**

**PRESENT:** Cllrs. Mrs. L Baseden, P Crawford, J. Crowley, Mrs. J. Macdonald, Ms. L. Picknett, D. Poole (Chairman) & P Street

**ALSO PRESENT:** Mrs. K Bell (Clerk) & 1 resident

**APOLOGIES:** Cllrs. W. Gress & T, Shead

Cllr. Poole opened the meeting and welcomed everyone present.

1. **Declarations of Interests:** There were none.

**2. 2009/2010 Accounts**

The unaudited accounts and supplementary documentation for the year ended 31 March 2010 which had been copied to members were considered. The accounts and supplementary documentation consisted of the following:

- Receipts & Payments summary account for the year ended 31 March 2010.
- Receipts & Payments account for the year ended 31 March 2010.
- Bank reconciliation as at 31 March 2010.
- Notes to support the accounts for the year ended 31 March 2010.
- Asset List as at 31 March 2010.

Attention was drawn to the following:

- The accounts had been prepared in accordance with the guidelines expressed in the Governance & Accountability in Local Councils in England & Wales – A Practitioners Guide, the Accounts & Audit Regulations 1996 (As amended) and CIPFA guidelines.
- As the Parish Councils income and expenditure was below £200,000, the accounts had been prepared on a receipts and payments basis.
- Fund balances as at 31 March 2010 amounted to £94,673.

Following a discussion, it was **RESOLVED** that the accounts for the year ended 31 March 2010 be approved.

**3. 2009/2010 Annual Return**

**(i) Section 1 – Statement of Accounts**

It was **RESOLVED** that Section 1 – Statement of Accounts of the Annual Return for the year ended 31 March 2010 be approved and that the document would be signed by Cllr. Poole and the Clerk as RFO.

**(ii) Section 2 – Annual Governance Statement**

It was **RESOLVED** that Section 2 - Annual Governance Statement of the Annual Return for the year ended 31 March 2010 be approved and that the document would be signed by Cllr. Poole and the Clerk as RFO.

**(iii) Section 4 – Annual Internal Audit Report**

It was reported that the Internal Audit was carried out on 21 May 2010 and that the Internal Auditor had stated that the Internal Audit had been carried out in accordance with the councils needs and planned coverage and on the basis of the findings in the areas examined had concluded that in all significant respects the Parish Council had met the appropriate control objectives throughout the financial year ended 31 March 2010.

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4. **Matters for further discussion:** The Clerk was thanked for preparing the accounts.
5. **Date of next meeting:** Confirmed as 17 January 2011
6. **In Committee: Confidential Minutes Refer**

There being no additional business, the meeting concluded at 21.27 hours.