

KINGSTONE PARISH COUNCIL EXTRAORDINARY GENERAL MEETING HELD ON THURSDAY 20TH JUNE 2019 AT 7.30 P.M.

PRESENT – Cllrs N Green, J Bellenie, J Grey and A Cumming and one member of public

1) **APOLOGIES** – None were received

2) **DECLARATIONS OF INTEREST** – None were received

Register of interest forms – ACTION – Cllr N Green to send to clerk, Clerk to re-send blank form to Cllr N Green

3) **PUBLIC SESSION**

The following issues were raised in the public session:-

- Condition of fencing on Birches corner – parishioner kindly agreed to report this to Highways
- Discussion regarding the services which the parish council provide – ACTION – Cllr N Green to place note in KLN to seek ideas from the parish

4) **ACCOUNTS FOR THE YEAR 2018 TO 2019** – to review and approve the accounts

Copies of the end of year bank reconciliation and annual accounts summary for 2018-2019 were circulated to all councillors. The internal audit has been completed and no comments were raised by the internal auditor. It was **RESOLVED** to receive and accept the internal audit report, proposed by Cllr J Grey, seconded by Cllr N Green, with no objections or abstentions received.

It was **RESOLVED** to complete and return an exemption from external audit assurance for the 2018/2019 accounts, proposed by Cllr J Bellenie, seconded by Cllr A Cumming, with no objections or abstentions received.

Draft accounts were presented for the year 1st April 2018 to 31st March 2019. Copies of the summary have been circulated to all councillors. Accounts were discussed and it was **RESOLVED** to accept them as a true record of the accounts. Proposed by Cllr A Cumming, seconded by Cllr N Green, with no objections raised.

- i. Cllr N Green presented section 1-Annual governance statement for 2018/19, of the Annual return for the year ended 31 March 2019. This was considered and completed and it was **RESOLVED** to approve section 1, with no issues or objections raised. Proposed by Cllr N Green, seconded by Cllr A Cumming. Chairman N Green and the clerk, acting as RFO duly completed and signed Section 1 of the annual return.
- ii. Cllr N Green presented section 2- Accounting statements for 2018/19. The accounts were discussed and it was **RESOLVED** to approve section 2, with no issues or objections raised. Proposed by Cllr N Green, seconded by Cllr J Grey. Chairman N Green signed Section 2 of the annual return.

ACTION - Clerk to arrange for the Notice of Appointment of Date for the Exercise of Electors' Rights to be published, complete and send the exemption certificate and council contact details forms to the external auditor.

5) **CO-OPTION OF COUNCILLORS TO FILL COUNCILLOR VACANCIES**

The current adopted co-option policy was discussed. It was **RESOLVED** to co-opt up to two additional parish councillors, providing they meet the published criteria and have been interviewed and accepted by the existing councillors, and to maintain one free co-option position vacant for use at a later date, proposed by Cllr J Grey, seconded by Cllr J Bellenie, with no objections raised. ACTION – Cllr N Green to respond to interested parishioners to invite them to an informal meeting

to discuss the possibility of their co-option before the next meeting in July. ACTION – clerk to pass information to interested parishioners.

6) FINANCE

Paid out	Cheque number	Amount
Playdale Playgrounds Ltd – engineer’s visit to assess wooden play equipment	1310	£126.00
Information Commissioner – data protection fee 2019	1311	£40.00
Perennial Landscapes Ltd – grounds maintenance for April and May	1312	£420.00
Total		£586.00

It was **RESOLVED** to authorise all actions and payments, proposed by Cllr A Cumming, seconded by Cllr N Green, with no objections raised.

It was **RESOLVED** for the clerk to sign all cheques at this meeting due to lack of signatories, proposed by Cllr N Green, seconded by Cllr J Bellenie, with no objections raised.

Cllr N Green agreed to cover clerk whilst on leave.

DATES OF NEXT MEETINGS

Tuesday 9th July at 7.30pm – this meeting will be re-arranged – details to appear on the website

Tuesday 10th September at 7.30pm

Wednesday 13th November at 7.30pm

Meeting closed at 8.55 pm.