

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE EXTRAORDINARY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 26<sup>TH</sup> AUGUST 2020 AT 7.30PM REMOTELY BY ZOOM

### THOSE PRESENT:

#### Councillors:

Cllr B Haydon (Chairman)  
Cllr Mrs M Gunn (Vice Chairman)  
Cllr J Richardson  
Cllr A Romang

**In attendance:** Mrs. M Dyer (Parish Clerk)

**104. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr Mrs Luck

#### **105. DECLARATION OF INTERESTS**

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept.

There were no declarations of interests at this point.

**106. PUBLIC QUESTION TIME:** there were no Members of the Public present.

#### **107. FINANCE**

**Annual Return for the year ended 31<sup>st</sup> March 2020:** Members had been supplied with a copy of the return and relevant support papers.

**107.1. Annual Governance Statement 2019/20:** having reviewed as part of the annual risk assessment (March 2019) the measures in place to ensure an effective system of internal control, each section of the Annual Governance Statement was read out loud and all Members agreed to each of the sections; the 'Yes' boxes were duly ticked, except section 5, as whilst the Financial Risk Assessment had been reviewed during this accounting period, the Annual Risk Assessment had not been reviewed in March 2020 due COVID-19, so the 'No' box was ticked. In section 9 relating to Trust Funds the N/A box was ticked. Members authorised the Chairman and Clerk to sign accordingly.

**107.2. Accounting Statements 2019/20:** Members were all in agreement to approve the Accounting Statements 2019/2020; Members authorised the Chairman to sign accordingly. Clerk to now return the form etc. to the external Auditor PKF Littlejohn LLP. **ACTION: CLERK**

**108. MATTERS TO REPORT** (Members are reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only.)

Members discussed matters relating to the Village Hall, Pre School and storage, the number of contractors in relation to new play equipment project and an ongoing enforcement issue.

#### **109. MEETINGS IN 2020**

Wednesdays 9th September, 7<sup>th</sup> October, 4<sup>th</sup> November and 2<sup>nd</sup> December  
At this point it is likely that most, if not all, will be conducted remotely by ZOOM  
Cllr Richardson gave his apologies for the 7<sup>th</sup> October meeting.

There being no further business the meeting was closed at 8.37pm

Chairman.....

Date.....