



**Minutes of the Parish Council Meeting held at St Andrew's Church, Tur Langton
5th June 2018 at 7.30 p.m.**

Present: Cllr. T Bladon, Cllr P Officer, Cllr C Weston

In attendance: Alison Gibson, Clerk

Action

1.	62/18 – Apologies for Absence – Cllr K Briggs, family commitments, Cllr J Haynes, family commitments. It was resolved to accept the reasons for absence District Councillor C Holyoak County Councillor Kevin Feltham	
2.	63/18 – Declarations of disclosable pecuniary interests and granting of dispensations – none	
3.	64/18 – To approve the minutes of the previous meeting held on 8th May 2018 Resolved that the Minutes of the Parish Council Meeting held on 8/5/18 be approved and adopted as a true record.	
4.	65/18 – Questions from members of the public – none present	
5.	66/18 – Planning To agree response to 18/00802/TCA – works to tree, Mount Pleasant, Shangton Road, TL – resolved to support this application.	
6.	67/18 – Grass cutting, review of cuts There have been issues with parts of the areas covered by the specification not being cut. Cllr Bladon has spoken to Leicestershire Gardens and the problem has been resolved.	
7.	67/18 – Finance 2017 / 18 year 7.1 Approval of Exemption Certificate The exemption criteria are met if the smaller authority can declare that it has: <ul style="list-style-type: none"> • Total gross income and total gross expenditure below £25k; and • No public interest report/statutory recommendation/advisory notice/judicial review/application to court re unlawful item of account issued by its external auditor in the prior year; and • Been in existence since before 1/4/14 As the council meets these criteria it was resolved to sign the Exemption Certificate. 7.2 To receive and note Internal Auditor's Report <ul style="list-style-type: none"> • The Internal Auditor has completed his report on the Annual Governance and Accountability Return (AGAR) with “yes” response to all points. • He has also sent an additional report covering the following points which the council reviewed and agreed the response below: <p>Point 1 – in minutes to September meeting clerk's salary for August and September noted incorrectly as £168.86 instead of £168.83. Noted. The minutes were annotated with the correct amounts and initialled by the chair.</p> <p>Point 2 – EXP 34/17 – reimbursement to Cllr Officer of payment to Wix, incorrectly analysed on accounts and does not show £11.28 VAT. Noted and accounts revised to show analysis of VAT. Expenditure against budget also revised. It was resolved to approve the revised accounts to 31/3/18</p> <p>Point 3 – Cancelled cheques should be retained – response, they have been retained</p>	

	<p>however were not included in papers sent to Internal Auditor.</p> <p>Point 4 – Safety of past records – response – purchase of Fire Proof Box ongoing – see minutes 8/5/18</p> <p>Point 5 – VAT - response – agree with amount Internal Auditor says still to recover £1803.65. £1,485.66 now received and reflected in accounts for 2018/19. Balance of £317.99 has now been claimed and is awaited. Total £1803.65</p> <p>7.3 To approve Annual Governance Statement – It was resolved to approve the Annual Governance Statement and this was signed by the Chair and Clerk</p>							
8.	<p>68/18 – Finance 2017 / 18 Year</p> <p>8.1 To approve Accounting Statement – it was resolved to approve the Accounting Statement and this was signed by the Chair and Clerk</p> <p>The Inspection Period was set for 11/6/18 to 20/7/18 – Notice of Public Rights to be put on website and notice board Sunday 10/6/18 with Summary of Rights, Exemption Certificate and Parts 1 and 2 of Annual Governance and Accountability Return (AGAR).</p>							
9.	<p>69/18 – To approve for payment:</p> <p>9.1 Internal Audit Fee – Mr J Lowe - £20.00 – resolved approved</p> <p>9.2 Clerk’s Salary May 2018 – resolved approved as below:</p> <table> <tr> <td>Salary</td> <td>£168.22</td> </tr> <tr> <td>HWA</td> <td>£8.67</td> </tr> <tr> <td>Total</td> <td>£176.89</td> </tr> </table> <p>9.3 SLCC Renewal - £100.00 (note £50 to be claimed from ELPC) - Resolved approved</p> <p>9.4 Leicestershire Gardens for cuts in May pending receipt of invoice. Noted one cut in May. Resolved approved pending invoice</p>	Salary	£168.22	HWA	£8.67	Total	£176.89	
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10.	<p>70/18 – To confirm dates of next meetings</p> <p>10/7/18 – Full Parish Council Meeting 7.30 p.m.</p> <p>11/9/18 at 7.30 p.m. – full Parish Council meeting</p>							
	<p>Meeting ended 20.00 p.m.</p>							