

**MINUTES OF A MEETING OF ECCLESHILL AND WATERSIDE PARISH COUNCIL HELD ON MONDAY 14 MAY 2018 AT 7.30 PM AT THE CARUS CENTRE, HODDLESDEN, DARWEN.**

**Present** Cllr Matthew Jackson (Chair), Cllr Lesley Shaw, Cllr A Green Cllr James Crossland. and Cllr Silvia Robinson.

**0574 Apologies for Absence**

There were no Apologies for Absence.

**0575 Declarations of Interest**

Declarations of interest were received from Cllr L Shaw and Cllr Andrew Green. in respect of Victoria Buildings, and Cllr J Crossland regarding Lower Waterside Farm.

**0576 Minutes of the Meeting held on 9 April 2018**

**Resolved:** that the minutes of the meeting held on 9 April 2018, having been circulated be received, and approved and signed as a true record by the Chairman.

**Meeting adjourned at 7.40pm for local issues.**

Details of local issues are included in the clerks report (see attached)

**Meeting reconvened at 8.20pm.**

**0577 Accounts:**

**Resolved:** that the following accounts be approved:

Clerks Salary: £104.00, Insurance: £ 278.28.

**0578 Planning**

There were no planning applications received.

**0579 Road Repairs Victoria Buildings**

There had been no expenditure in April 2018.

**0580 Lower Waterside Farm**

The next action would be to look at the landscaping issue and produce a report for the council on the concerns of residents. Information and evidence would need to be gathered to progress the report

## **0580 Gardening Services**

Cllr Jackson would speak to a local contractor..

***Action: The Chairman to contact a local contractor.***

## **0581 Elections**

All Councillors had been duly elected to Eccleshill and Waterside Parish Council for the next four years.

## **0582 To receive items for information**

There were no items of information received by the clerk.

## **Exclusion of Public and Press**

## **0583 Financial Position 14 May 2018**

The financial position to the 14 May 2018 had been circulated to councillors with the agenda.

***Councillors noted and approved the financial position.***

## **0584 Certificate of Exemption (2017-18)**

As the Parish Council had a total gross income and total gross expenditure of less than £25k, there was no need to send off detailed accounts to the External Auditor. Instead an exemption certificate was signed by the chairman and the clerk which would be submitted to the External Auditor by **11 June 2018**. The Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still needed to be fully completed and, along with a copy of this certificate, published on a public website\* before 2 July 2018. By signing this certificate the Parish Council were also confirming that this would be done.

***Action: Clerk to ensure that all the above actions were completed.***

## **0585 Annual Internal Audit Report (2017-18)**

The Annual Internal Audit for 2017-18 had been carried out in accordance with the needs of the Parish Council. Acting independently **Mr F Cumpstey** had looked at the assessment of risk carried out selective assessment of compliance with the relevant procedures and controls that were in operation during the financial year to 31 March

2018. On the basis of the findings in the areas examined the internal audit conclusions were summarised . The conclusion was that in all significant respects the control objects were being achieved throughout the financial year. The Internal Auditor had concluded that the accounts were materially accurate and correct.

***Councillors accepted the report and conclusion of the Internal Auditor and thanked him for carrying out the audit for 2017-18 financial year.***

#### **0586 Annual Governance Return (2017-18)**

In compliance with a change in the accounts and Audit Regulations 2015, the clerk went through the Annual Governance Statement 2017-18 with councillors. Councillors acknowledged that there was a sound system of internal control, including arrangements for the preparation of Accounting Statements. The statement was signed by the chairman.

#### **0587 Annual Accounting Return (2017-18)**

The clerk explained to councillors section 2 which was the Accounting Statements relating to 2017-18. Councillors accepted/approved the return which was signed off by the Chairman.

#### **0588 Date & Time of the Next Meeting**

The next meeting would be held on Monday 11 June 2018 at 7.30pm, at The Carus Centre, Huddlesden, Darwen .