

MINUTES OF A MEETING OF ECCLESHILL AND WATERSIDE PARISH COUNCIL HELD ON MONDAY 13 MAY 2019 AT 7.30 PM AT THE CARUS CENTRE, HODDLESDEN, DARWEN.

Present Cllr Matthew Jackson (Chair), Cllr Silvia Robinson and Cllr Andrew Green.

There had not been a Parish Council Meeting held since 14 January 2019 due to the sudden death of the clerk's wife and the unavailability of Councillors in April 2019.

0667 Apologies for Absence

There were apologies for absence from Cllr Lesley Shaw.

0668 Declarations of Interest

Declarations of interest were received from Cllr A Green in respect of Victoria Buildings.

0669 Minutes of the Meeting held on 14 January 2019

Resolved: that the minutes of the meeting held on 14 January 2019, 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 were shown in the clerk's report.

Meeting reconvened at 8.15pm.

0670 Accounts:

Resolved: that the following accounts be approved:

Clerks Salary: £208.00 (April-May 2019) Subscriptions (LALC): £65.17, Insurance: £279.20. Clerks Salary: £ 208.00 (Feb- March 2019 already paid), HMRC: £ 78.00 (Jan- March 2019 already paid).

0671 Planning

The clerk had received one planning application Ref:10/19/0378. Following discussion Councillors had no objections to the application.

0672 Road Repairs Victoria Buildings

No expenditure had been incurred between (April 2019 to May 2019).

0673 Gardening Services

There was no update for this agenda item.

0674 Parish Council Vacancy

There was a vacancy for a Parish Councillor which needed to be filled at a future date.

0675 To receive items for information

The clerk had received no items for information.

Exclusion of Public and Press

0676 Financial Position 13 May 2019

The financial position to the 13 May 2019 had been circulated to councillors with the agenda.

Councillors noted and approved the financial position.

0677 Certificate of Exemption (2018-19)

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 was submitted to the External Auditor on **14 May 2019**. 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.

0678 Annual Internal Audit Report (2017-18)

The Annual Internal Audit for 2018-19 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 2019. 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 2018-19 financial year.

0679 Annual Governance Return (2018-19)

In compliance with a change in the accounts and Audit Regulations 2015, the clerk went through the Annual Governance Statement **2018-19** 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.

0680 Annual Accounting Return (2018-19)

The clerk explained to councillors' section 2 which were the Accounting Statements relating to **2018-19**. Councillors accepted/approved the return which was signed off by the Chairman.

0681 Date & Time of the Next Meeting

The next meeting would be held on Tuesday 18 June 2019 at 7.30pm, at The Carus Centre, Hoddlesden, Darwen.