

MINUTES OF THE EAST WITTON PARISH COUNCIL ANNUAL MEETING HELD ON 19 MAY 2021 IN THE PARISH ROOM

Present

Mrs Mary Fawbert	Chairman
Mr Richard Wells	Councillor
Mr Alan Fullerton	Councillor
Mrs Christine Dent	Councillor
Ms Sarah Sayer	Clerk to the Council
Mags Cran	Resident of East Witton

Item 1 - Introduction and Apologies

The Chairman opened the meeting and welcomed those present. Apologies were received from Cllr. M de Vaal, Catherine Whitbread, and District Cllr. S Fairhurst. The reasons were noted.

Item 2 – Minutes of Previous AGM

Minutes of the last meeting held on 13 May 2019 were agreed and signed. There were no matters arising from these minutes.

Item 3 – Public Participation

Nothing raised by any member of the public prior to the meeting, nor at the meeting itself.

Item 4 – Chairman’s Report

The Chairman gave her report on the previous year, a copy is attached. She then thanked her Councillors and the Clerk for their help and support during the previous year.

Item 5 – Report from the Charity of Elizabeth Barnett

Catherine Whitbread had previously provided the Clerk and Chair with a copy of the summary and financial report. This was circulated at the meeting and read out by the Chair on behalf of the Elizabeth Barnett representative.

Resolved: Noted.

Item 6 – Exemption Criteria – External Audit

Considered the criteria: *Councils that are exempt from having an audit, ie those with gross budgeted income or expenditure (whichever is the higher) of less than £25,000 per annum*

Resolved: EWPC are exempt

Item 7 – Internal Audit

To note the Annual Internal Audit Report for 2020/21 included at page 4 of the Annual Governance and Accountability Return 2020/21.

Resolved: EWPC noted the signed internal audit.

Item 8 – Annual Governance Statement

The Responsible Financial Officer (RFO) carried out a review of the effectiveness of internal control and prepared the Annual Governance

Statement. (Section 1 of the annual return).

The Parish Council members:

- i) Considered the findings of the review and;
- ii) Approved the Annual Governance Statement by resolution.

Resolved: to approve Section 1 of the Annual Return. Section 1 was signed as correct by the presiding officer.

Item 9 – Accounting Statement 2017/18 (Section 2)

The RFO presented Section 2 of the annual audit, which had been signed by the RFO in advance of the meeting.

The Parish Council members:

- i) Considered the Accounting Statements as a whole;
- ii) Approved the Accounting Statements by resolution.

Resolved to approve Section 2 of Annual Accounting Statements. Section 2 was signed as correct by the presiding officer.

The opening balance for 2020/21 stood at £1377

The annual expenditure was £3950

The annual income was £4195

The closing balance for 2020/21 stood at £1622

The appointed internal auditor is Helen Simpson

Item 9 – Accounting Statement 2017/18 (Section 2)

To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, and the Transparency Code for Smaller Authorities

Resolved: To approve.

Date for next AGM - May 2022 at 7.30pm in the Parish Room.

Signature.....

Date.....