

Kirkby La Thorpe Parish Council

Minutes for Extraordinary Parish Council Meeting held on 17 June 2024 at 7.00 PM

Location: St Denys' Church, Kirkby La Thorpe

MINUTES

Welcome and open the meeting.

- The meeting was opened at 7.00pm.
- Present: Cllrs Phil White (Chair), Andy Parker, Angela Bailey, Mickey Glithero, Wendy McConnell, Ken Hanslip; Dermot Daly (Clerk); No members of the public.

055/24 To receive and approve any apologies for absence.

- There were no apologies for absence.

056/24 To receive disclosures of interests from Councillors on matters at this meeting.

- There were no disclosures of interest declared.

057/24 To suspend Standing Orders and allow for Parishioner Questions and Observations.

- There were no public comments.

FINANCE

058/24 To present and accept the year-end financial reporting for 2023-24.

- The Year End report and bank reconciliation reports were presented by the Clerk. Some discussion and clarifications followed.

7.50pm Meeting suspended - Clerk was requested to leave the room.

8.08pm Clerk was requested to rejoin and the meeting recommenced.

- It was unanimously RESOLVED to accept the financial report as circulated.

- It was RESOLVED unanimously that successive financial reports are passed to Cllr Angel Bailey for review separately prior to the meeting.

059/24 To receive and agree the Internal Audit report and sign-off sheet for 2023-24.

- The results of the Internal Audit were presented by the Clerk.

- It was RESOLVED unanimously to note the findings and recommendations.

- It was RESOLVED unanimously that Cllr Angela Bailey attend finance training specifically focussed on Parish Council finances.

- It was RESOLVED unanimously that training on playground equipment safety checking is arranged for Cllr Andy Parker (subject to reasonable cost and available funding) and that Cllrs Andy Parker and Mickey Glithero will check the playpark equipment on Mount Lane on a monthly basis to supplement the annual safety check.

- It was RESOLVED unanimously that a specific safety checklist is requested from PlaySafety, our annual safety checking consultant, due in August.

060/24 To approve the External Audit submission for 2023-24, including the Exemption Certificate, Annual Governance and Accountability Return (AGAR) reporting requirements, and the Notice to Exercise Public Rights for the viewing of the financial records for the financial year 2023-24.

- The External Audit documents were presented by the Clerk.

- It was unanimously RESOLVED to approve the relevant sections of the Annual Governance and Accountability Return (AGAR) form and note the details of the Exercise of Public Rights.

NEXT MEETING

061/24 To note further agenda items and arrangements for the next meeting (15th July 2024).

- It was RESOLVED unanimously that in order to maximise the number of Councillors attending the meetings that the dates are changed, commencing with the July date moving to Tuesday 27th August 2024.

Meeting Close

- There being no further business the meeting was closed at 8.52pm.

Authorising Signature

Name: P. White Date: 21/8/2024