



**Minutes of the Parish Council Meeting held in The Kirdford Village Hall, Kirdford on
Tuesday 17th May 2016 commencing at 6.00 p.m.**

Present: Cllr. Miss S Pinder (Chairman)
Cllr. Mrs. A. Gillett
Cllr. Mrs. J Robertson
Cllr. Mrs. N. Goddard

33. **Apologies for Absence:** - Apologies from Cllr. Mrs L Nutting
34. **Public Participation:** To receive and note questions, comments or representation made by members of the public. - No members of the Public present.
35. **Disclosures of Interest:** to receive disclosures of personal and prejudicial interests from Councillors on matters considered at the meeting. – No disclosures.
36. **Annual Return 2015/16:** - To Approve and Sign the Annual Return having carried out a review of the effectiveness of the system of internal control. Considering the following Accounting statements.
- 1) We have put in place arrangements for effective financial management during the year, and for the preparation of accounting statements.

Unanimously AGREED

- 2) We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.

Unanimously AGREED

(2)

3) We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.

Unanimously AGREED

4) We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.

Unanimously AGREED

5) We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

6) We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.

Unanimously AGREED

7) We took appropriate action on all matters raised in reports from internal and external audit.

Unanimously AGREED

8) We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.

Unanimously AGREED

9) (For Local Councils only) Trust Funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

Unanimously AGREED

After consideration of the Accounting Statements by the members as a whole the Approval of the Statements was AGREED by resolution and duly SIGNED and DATED by the Chairman, Cllr Miss S Pinder.

(3)

37. **Queens 90th Birthday Celebrations:** - Update from Cllr. Mrs A Gillett

The arrangements are progressing well and several stalls are envisaged, including many for children. The Commemorative Mugs have been ordered and will be on sale soon. Cllr. Mrs N Goddard reported that she has had a good response from local businesses replying to her request for Raffle Prizes. Posters have now been distributed for display around the Village.

ACCOUNTS TO BE PAID

17th May 2016

<u>Date</u>	<u>Chq No</u>	<u>To Whom Paid</u>	<u>Supply</u>	<u>Net</u> £	<u>VAT</u> £	<u>Total</u> £
17.05.16	001614	Mrs A Gillett	Queens 90 th Birthday	500.00	0.00	500.00
					0.00	
		<u>Total</u>		<u>£500.00</u>	<u>£</u>	<u>£500.00</u>

38. Date of next Parish Council Meeting – 20th June 2016 commencing at 7.00pm

There being no further business the meeting closed at 7.20pm

