

West Rainton and Leamside Parish Council

Minutes of Extraordinary meeting of the Parish Council held on 25 June 2015 at St Mary's Church Meeting Room, West Rainton

Present: Cllrs E Bulmer, I Clifford (Chairman), M Gilbank, S Patterson

In attendance: Members of Public (MoP) x 2

Parish Clerk: Graeme Keedy

Parish Council resolved to appoint Cllr I Clifford (Parish Council Vice Chair) as Chairman for the meeting.

1) Apologies for absence

A written apology for absence had been received from Cllr Wallage who was unable to attend due to pre-arranged holiday commitment. This was approved by Parish Council.

No apologies had been received from Councillors A Sowerby or A Swinburn. Their absences were noted as unapproved.

2) Declarations of interest

There were no declarations of interest.

3) Annual Return for the financial year ended 31 March 2015

Parish Clerk introduced the item and explained each part of the Annual Return, highlighting the following specific aspects:

Section 1 Accounting Statement – part 6:

Parish Clerk advised that a final check had indicated a £1-00 discrepancy which required amendment. This had been caused by the effects of rounding.

Parish Council resolved to agree to accept the amendment and this was initialled by Cllr Clifford and the Parish Clerk.

Section 1 Accounting Statement - parts 7 and 8:

Parish Clerk drew attention to a difference of £4.00 between figures reported under parts 7 and 8. He explained that the Internal Auditor had identified this as a pre-existing anomaly caused by an historic banking error. Her advice to the Parish Clerk was to correct this now to avoid it appearing in perpetuity. Parish Council resolved to agree this course of action.

Parish Council resolved to approve the accounting statements.

Section 2 Annual Governance Statement

Parish Clerk outlined each of the nine aspects in turn and explained the meaning of a "Yes" response. Each of the responses were agreed by Parish Council.

Cllr Gilbank agreed with the response to statement 3 insofar as it related to financial matters and completion of the annual return.

Parish Council resolved to approve the Annual Governance Statement.

Signed:

Date: