



PARISH COUNCIL

e-mail: Dalwoodpc@outlook.com

**Minutes of a meeting of Dalwood Parish Council held on
Wednesday 28th June at 7.30pm in Dalwood Village Hall**

Present: Cllrs Kathy Laing (Chair), Tim Hodges (Vice Chair), Tony Benger, Peter Lawrence, Ben Trott, Graham Perry.

In attendance: Mrs H Broughton (Locum Clerk) and Mr Ian Walker (Internal Auditor)

1. Public Forum

There were no questions from members of the public.

2. Apologies for absence were received from Cllr Christine Wyatt.

3. There were no Declarations of interest arising from the agenda

4. It was agreed that the minutes of the meeting held on 15th May 2023 be signed by the Chair as a true record.

5. Appointments

It was proposed, seconded and unanimously agreed to appoint Mrs H Broughton as Proper Officer, Locum Clerk and Responsible Financial Officer. It was noted that she will be employed by the Society of Local Council Clerks.

6. Finance

a. It was unanimously agreed to approve the year end accounts to 31st March 2023.

b. It was unanimously agreed to approve re-statement of the accounts for 2021/22.

c. The bank reconciliation to 31 March 2023 was reviewed and approved.

d. The internal auditors report was noted, and the points raised would be resolved for future years.

e. The assertions on the Annual Governance Statement were considered. It was agreed to answer 'yes' to assertions 1,2,3,6, 7 and 8. There were no trust funds. As the financial documents had not been placed on the website in 2021/22 it was agreed to answer 'No' to assertion 4 and has there had not been an assessment of financial and administrative risks to answer 'No' to assertion 5. The Annual Governance Statement was duly completed and signed by the Chair.

f. The Accounting Statements were unanimously approved and signed by the Chair.

- g. It was unanimously agreed to certify that Dalwood Parish Council meets the qualifying criteria to be exempt from a limited assurance review by the external auditor and to therefore declare itself exempt.

Other business not on the agenda

An update was given on bus shelters and correspondence with Highways was shared.

Re-engaging planning consultants to take forward an application for replacing bus shelters was considered at an anticipated cost of £500. The Clerk advised that it would be formally agreed at the next meeting, as not on the agenda for this meeting.

Cllr Benger agreed to circulate emails from the Street Lighting Team regarding Dalwood lighting queries.

A bill for £264 had been received from County memorials.

7. It was agreed the **date of the next meeting** would be Monday 4th September 2023

K G King

4-9-2023