

Ardington and Lockinge Parish Council

Minutes of the Extraordinary Meeting for Ardington and Lockinge Parish Council

Held 6th June 2023, 8:00pm at the Loyd-Lindsay Rooms

Attendees	
Hugh Roberts (HR)	Chairman
Nicky Hancock (NH)	Councillor
Derek Morrow (DM)	Councillor
John Hedgecock (JH)	Councillor
Ron East (RE)	Councillor
Jo Noble (JN)	Councillor
Jane Humphreys (JAH)	Parish Clerk

1.	Apologies No apologies	Actions
2.	Requests for Dispensations, Declarations of interest, gifts and hospitality None	
3.	Public participation – to receive questions from members of the public relating to items on the Agenda. No members of the public in attendance	
4.	Governance a. Standing Orders – the revised standing orders were accepted by all. b. Financial Regulations – the revised financial regulations were accepted by all. JAH requested that a debit card should be acquired for regular direct debits to be approved annually. This was agreed. c. Code of Conduct – the model code of conduct was accepted unrevised by all d. Councillor responsible for internal financial control – JH wanted further clarification on the requirements of the role before agreeing. JAH to prepare a checklist for review of internal financial control twice a year for JH to review.	JAH – to order a debit card JAH – to prepare checklist for bi-annual internal control checks
5.	Accounts and Internal Audit report for 2022/23 for discussion and approval of the following items: a. Certificate of Exemption – AGAR 2022/23 – was accepted and signed. b. Annual Internal Audit Report 2022/23 – prepared by the internal auditor, Jane Olds. All agreed with the report and accepted its recommendations. c. Annual Governance Statement 2022/23 – Section 1 –accepted and signed. d. Accounting Statements 2022/23 – Section 2 - accepted and signed. e. Bank reconciliation and Explanation of variances – JAH commented on the number of un-presented cheques and the possibility of offering residents the option to receive electricity rebates via BACS. It was determined that the council will write to all residents eligible for rebates offering the option of receiving the payment via BACS or cheque.	JAH to draft letter to residents for November rebate
6.	Reports received – notification was received on the day of the meeting regarding deep cleanse services for Ardington and Lockinge to be carried out in September. Requests for additional cleaning to be made to the Vale Waste Team by the 28 th of August.	JAH – to compile list of areas for deep cleansing
7.	Dates of next meetings: The next full council meetings will be at the Loyd Lindsay Rooms at 8.00 p.m. Tuesdays in 2023, 11 July, 10 September and 12 November. The meeting on the 11 th of July is to include a presentation from Lockinge Estate	JAH to book main room for next meeting and notify Trumpeter.

Chairman's Signature:

Date:

	on plans for future development. It was agreed that the main hall in the Loyd Lindsay Rooms would be booked in anticipation of wider involvement from members of the public. The July is also to be advertised in the Trumpeter.	
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