



## West Tytherley, Frenchmoor & Buckholt Parish Council

**Monday 21 June 2021 6:30pm**  
**outside the King Edward's Hall, West Tytherley**

Councillors present: Fiona Collier - Chair (FC), Mick Goulding (MG), Lucia Homer (LH), Karen James (KJ), and Deborah Hook (DH)

Plus: Melanie Camilleri (MC) – Clerk/RFO.

No members of the public attended.

### **MINUTES**

**83/21**            **Apologies for Absence:** Nigel MacPherson (NM), Tim Koetser (TK), and James Strachan (JS)

**84/21**            **Declarations of interest:** None

**85/21**            The **Minutes** of the **West Tytherley, Frenchmoor & Buckholt Annual Parish Council Meeting** held on **06 May 2021** were unanimously approved.

**86/21**            **Finance**

i) 2020/21 Audit (Annual Governance and Accountability Return)

- On 21 May 2021, the internal auditor John J Murray completed the Annual Internal Audit Report (page 4 of the AGAR) reflecting the control objectives had been achieved throughout the financial year to the required standard
- The Certificate of Exemption reflecting total gross income and total gross expenditure for the year did not exceed £25,000 was unanimously approved and signed
- Section 1- the Annual Governance Statement: completed reflecting there is a sound system of internal controls. It was unanimously approved and signed
- Section 2- Accounting Statements: was completed, unanimously approved, and signed
- Notice of Public Rights and Publication of Annual Governance & Accountability Return (AGAR) Exempt Authority: The announcement will be published on 22 June 2021. Documents will be available for inspection on reasonable notice by application from 23 June to 03 August 2021

ii) The parish council's unanimous decision to modify the Clerk/RFOs' salary pay point with effect from 01 June 2021 (to reflect the demands of the role have changed) was ratified.

**87/21**            **Correspondence, AOB, urgent matters**

i) FC reported that she'd received thanks from Andy Bott regarding the Parish Council's appeal to HCC's decision to refuse application DMMO 1259 (the appeal was submitted by the deadline 18 June).

The Councillors joined in their expression of thanks to FC in handling this extremely complex appeal, requiring many hours of research into historic records and evidence gathering.

- ii) MG announced his resignation. FC expressed her gratitude to MG – his long-standing service as a councillor, his dedication and hard work serving the community, as well as his skills and expertise leading on planning. This was echoed by all councillors.
- iii) FC reported that JS has also resigned, expressing her gratitude to his dedication and hard work, particularly on matters such as Highways and FP3. This was echoed by all councillors.
- iv) MC will now contact TVBC regarding advertising the two councillor vacancies.

**88/21**

**Date of next meeting**

The next **West Tytherley, Frenchmoor & Buckholt Parish Council** meeting will be held on **Monday 09 August 2021 at 7:00pm** in the **King Edward's Hall**

Being no further business, FC closed the meeting at 6:45pm

**DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING**

Minutes published on the Parish Council's website [wtparishcouncil.org](http://wtparishcouncil.org)