

SHRAWLEY PARISH COUNCIL**Minutes of the Parish Council meeting held on Monday 9th June 2022 in the Lenchford Arms meeting room commencing at 7.30pm.**

Present: Councillors Ms R Mosedale (RM) – Chairman
 Mr M Dymond (MD)
 Mr A Ashworth (AA)
 Mr H Jackman (HJ)

1. **To receive apologies for absence and to approve reasons for absence.** Anna Dorrell sent her apologies.
2. **Declarations of Interest**
 - a) Register of interests; Councillors are reminded of the need to update their register of interests.
 - b) To declare any other Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature.
 - d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared an interest **will be placed in the waiting room for the relevant items** as per the code of conduct and the Shrawley Parish Council standing orders. Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence. There were no declarations of interest received.
3. Diane Malley has completed the **internal financial audit** for Shrawley parish council. Suggestions for improvement are as follows;
 - Bank reconciliations and budget monitoring to be done quarterly (currently performed every 6 months)
 - Minutes to be signed by Chairman with full signature on every page.
 - A typing error was noted on the public rights statement for 2020-21 showing 30th July 2021 and this should read 30th June 2021.

These were noted as approved.
4. **Annual Governance and Accountability Return**
 - 4.1 Council to consider and approve/sign the **Certificate of exemption** 2021-22. AGAR page 3. The Council approved and signed this document.
 - 4.2 Council to consider and approve/sign the **Annual Governance statement** for 2021-22. AGAR page 5. The Council approved and signed this document.
 - 4.3. Council to consider and approve/sign the **Accounting statements** 2021/2022. AGAR page 6. The Council approved and signed this document.
- 5 **Other financial matters.**
 - 5.1 The Council also discussed developing a capital projects list for 2022
 - 5.2 Checking CIL payments due from local projects.
 - 5.3 It was noted that the reserves should be monitored to ensure that finances did not drop below a certain level or exceed the allowed level.
- 6 **Dates** of the next Parish Council meetings to be confirmed.
July 18th 2022 – Ordinary meeting of the Parish Council.

Public question time **The Public can provide information on matters discussed at this point or raise items for consideration at the next meeting.**