

Weston Under Wetherley Parish Council

Minutes of the Parish Council Meeting held at 7:00pm,
17th June 2020 via Zoom

Present:

Councillor Carolyn Bloom (Vice Chairman)
Councillor Mandie Bradshaw
Councillor Nick Harrington (Chairman)

Councillor Rachel Tighe
Councillor Danielle Williams

In Attendance:

Clerk & RFO: Jane Chatterton
Warwickshire County Council: 0
Warwick District Council: 0

Public: 0

15. Apologies

Apologies for absence were received from Councillor Wallace Redford (WCC).

16. Declarations of Interest:

There were not declarations of interest.

17. Public participation

There were no members of the public present.

18. Audit Update

The Clerk updated that the annual accounts 2019-20 had now been internally audited by Louise Best a competent and independent auditor and had been signed off.

19. Annual Governance and Accountability Return 2019/20 Part 2

The Parish Council were to complete Form Part 2. Part 2 was to be completed only by Local Councils, Internal Drainage Boards and other smaller authorities where the higher of gross income or gross expenditure was £25,000 or less, that meet the qualifying criteria, and that wished to certify themselves as exempt from a limited assurance review.

The Parish Council were required to return to the external auditor for a limited assurance review provided the authority completes:

- a) The Certificate of Exemption, page 3
- b) The Annual Governance and Accountability Return (Part 2).

Publication Requirements

The Parish Council must publish various documents on the parish council website as required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

These include:

- Certificate of Exemption, page 3
- Annual Internal Audit Report 2019/20, page 4
- Section 1 – Annual Governance Statement 2019/20, page 5
- Section 2 – Accounting Statements 2019/20, page 6
- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

RESOLVED THAT the update be noted.

20. Certificate of Exemption, page 3

The Parish Council completed the Certificate of Exemption which was signed by the Chairman and Responsible Financial Officer.

21. Section 1 – Annual Governance Statement (page 5)

The Parish Council completed Section 1 – Annual Governance Statement (page 5) this was signed by the Chairman and Clerk.

22. Section 2 – Accounting Statements (page 6)

The Parish Council completed Section 2 – Accounting Statements (page 6) this was signed by the Chairman and the Clerk.

RESOLVED THAT

- (i) The Parish Council declared themselves exempt by completing the Certificate of Exemption.
- (ii) the Annual Governance and Accountability Return 2019-20 was completed.
- (iii) Publish the documentation on the website.

23. Notice of Public Rights

The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return of the Accounts for the Year Ended 31st March 2019 was a requirement under the Local Audit and Accountability Act 2014 Section 26 and 27, The Accounts and Audit Regulations 2015 (S1 2015/234).

Due to the impact of Covid-19 the dates for displaying the Notice of Public Rights had been amended. Statutory Instrument 2020/404 removed the requirement for a common period for the exercise of public rights and extending the deadline by which the Annual Governance and Accountability Return (AGAR) together with any Certificate or opinion issued by the local auditor must be published from 30th September 2020 to 30th November 2020.

RESOLVED THAT the Clerk & RFO prepare the notice to be displayed on the PC website and Noticeboards.

24. Next Meeting

It was confirmed that the date of the next parish council meeting was Tuesday 28th July 2020 via Zoom.

Meeting closed at 7:30pm

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