

EAST COWTON PARISH COUNCIL
Councillors are hereby summoned and Members of the Public
invited to attend
the meeting of the Parish Council
on Monday 28th June 2021 at 7.30pm in the Village Hall.

This meeting is convened specifically for considering and approving documents which are time critical and essential for compliance by the Parish Council with its statutory obligation to publish specific information annually. All other matters will be carried to the next meeting and the approved documents will be published on the Parish Council's website and noticeboard.

The Parish Council is aware of the public's interest in planning matters and has applied to Hambleton District Council for an extension to its reporting date until after the proposed date of next meeting. In the meantime, comments relating to any planning application can be submitted direct to Hambleton District Council.

To comply with the Government's Covid secure guidelines, capacity in this venue is limited to 11 people (including Councillors and the Clerk) and in order to minimise the risk of infection, **social distancing measures will be in place, masks are required to be worn, hand sanitiser used and personal contact details will be taken to comply with Track and Trace**

AGENDA

- 1. Apologies for absence**

- 2. Disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.**
(The disclosure must include the nature of the interest (i.e. pecuniary or other). If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial.
A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter)

- 3. Minutes of the meeting of the Council held on 6th May 2021** (circulated to councillors)
To determine whether the Minutes are an accurate record.

4. **Chair's formal announcements on any matters not the subject of discussion or debate**
5. **Annual Governance and Accountability Return 2020-21**
 - 5.1. *To consider and note the Annual Internal Audit Report from the Internal Auditor*
 - 5.2. *To consider responses for and approve the Annual Governance Statement*
 - 5.3. *To consider and approve the Accounting Statements*
 - 5.4. *To certify that the Parish Council is exempt from external audit for the financial year 2020/21.*
 - 5.5. *To ensure the Accounting Statements are signed and dated*
6. **To approve the publication of documents required by The Accounts and Audit Regulations 2015, The Local Audit (Smaller Authorities) Regulations 2015, The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities and to note the commencement dates for the exercise of public rights proposed by the RFO.**
7. **Other Finance**
 - a) *To receive and approve statements of account*
 - b) *To note and authorise cheques*
8. **Date and time of the next meeting including the annual meeting of the Parish Council:**

26th July 2021 at 7.30pm is proposed
9. **Any other business (urgent or not requiring debate or decision)**

Primarily to inform the clerk of items for inclusion on the next agenda

Mrs J Kilsby
Clerk to the Parish Council

23rd June 2021

Supporting Information

Councillors have been sent a copy of the Transparency Code incorporating the various statutory requirements.

5 **AGAR** circulated to councillors separately in advance of publication of approved document containing accounting statement and internal audit report etc

6. **Additional draft documents** have also been circulated as follows:

- Schedule of Variances
- Bank Reconciliation
- Notice of Public Rights
- Schedule of Items of Expenditure (not limited to items in excess of £100 as regulations allow)
- List of Public Land

7 Other Finance

At 20 June 2021

		Community Account	Premium Account
		£ 6,868.13	£ 2,988.18
<u>add</u>			
Income			
Interest on Premium Account			£ 0.07
Parish Precept - Instalment 1	£ 3,352.00		
Parish Precept - Instalment 2	£ -		
VAT reclaim	£ -	£ 3,352.00	
		<hr/>	<hr/>
		£ 10,220.13	£ 2,988.25
<u>less</u>			
Transferred to Premium Account			
Transferred to Community Account			
		<hr/>	<hr/>
		£ 10,220.13	£ 2,988.25
<u>less</u>			
Actual Expenditure			
1. Gross Wages)	£ 347.52		
2. Contractors	£ 693.60		
3. Services	£ -		
4. Sundries			
5. Insurance	£ 257.60		
6. Repairs/Maintenance	£ 22.99		
7. Rental	£ -		
8. Subscriptions/Training	£ 218.00		
9. Asset Purchases			
		<hr/>	
		£ 1,539.71	
		<hr/>	
		£ 8,680.42	

Bank Reconciliation at 20 June 2021

Current Account balance as statement £ 9,414.50

add

Payments not yet cleared: £ - £ -

deduct

Cheques not yet presented for payment £ 734.08 £ 734.08

Reconciled balance - Current Account £ 8,680.42

add -Premium Account balance £ 2,988.25

£ 11,668.67

List of Cheques to be Noted/Authorised

Invoice Date	Description	£	Authority
23.4.21*	Zurich Municipal-Insurance	£ 257.60	Local Government Act 1972, ss111(1),140; Employers Liability Compulsory Insurance Act 1969
2.5.21*	CE & CM Walker Ltd - Grasscutting April	£ 244.80	Highways Act 1980, s96 and Open Spaces Act 1906, s10(b)
May*	J.Kilsby- Clerk's Wages	£ 115.84	Local Government Act 1972, s112(2)
1.6.21*	CE & CM Walker Ltd - Grasscutting May	£ 244.80	Highways Act 1980, s96 and Open Spaces Act 1906, s10(b)
June*	J.Kilsby- Clerk's Wages	£ 115.84	Local Government Act 1972, s112(2)
25.4.21	Screwfix -sealant n/board repair (reimburse E Simpson)	£ 6.99	Local Government (Miscellaneous Provisions) Act 1976 s19
24.4.21	North Yorkshire Timber - plywood n/board repair (reimburse E Simpson)	£ 32.34	Local Government (Miscellaneous Provisions) Act 1976 s19

NB * denotes cheques already despatched with Clerk/RFO using authority from Minute 2104.06 to write cheques for signature by 2 councillors

9 Date of Next meeting

26th July 2021 is proposed as the first convenient date after the anticipated relaxation of restrictions on 19th July with sufficient time to ensure any guidelines/regulations effective from that date can be followed