

STEVENTON PARISH COUNCIL EXTRAORDINARY MEETING - MINUTES

Monday 13th June 2016, at 8pm at Steventon House

Contact: Rosina Forde, steventonpc@hotmail.com

The purpose of this meeting was to formally approve the Financial Statement and the Annual Governance Statement.

1. Present:

Councillors Present: Peter Lees, Tony Carter, Harriet Aldridge, Mike Everton Browne, Rosina Forde.

Apologies for absence: None.

2. Declarations of Interest: None.

3. Minutes: The minutes of the Parish Council Annual General Meeting held on 16th May 2016 were approved and signed.

4. Matters Arising from Minutes: None.

5. Finance:

Receipts: None.

Payments: None, but Insurance payment has cleared from the bank account.

Harriet to forward the electronic documents to steventonpc@hotmail.com.

HA

Current Balance: £1629.92

Cricket Club: £1055.98

A discussion took place about the possibility of restarting the Steventon Cricket Club.

Peter to investigate whether there is enough interest in the village.

PL

Parish Council Audit:

Peter and Harriet to meet with Julian Pilcher for the internal audit.

HA, PL

The external audit can be carried out with BDO at the same time. BDO is the accounting firm assigned by the Basingstoke and Deane Borough Council.

HA

Annual Return for year ended 31 March 2016:

Section 1, Annual Governance Statement:

Harriet explained the Annual Governance Statement 2015/2016 and recommended that it be approved. Peter and Rosina signed the approval.

Section 2, Accounting Statements:

Harriet explained the Accounting Statements 2015/2016 and recommended that they be approved. Peter and Harriet signed the approval.

Section 3, External Auditor Certificate and Report 2015/2016:

BDO will be signing this off.

Section 4, Annual Internal Audit Report 2015/2016:

Julian will be signing this off.

Public Rights to Inspect Accounts Year End March 2016:

The public has the right to inspect the Steventon Parish Council financial records for thirty working days, from 17 June – 29 July. Rosina to put this up on the website and Parish Notice Board.

RF

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Nat West Accounts:

Harriet will now go to Nat West with the signed minutes of the previous meeting to have the new signatories for signing cheques accepted. HA

Budget:

Harriet is keen that we use (else lose) the money in the Parish Council account. Following much discussion two ideas emerged that were new to our usual annual spend.

- The Parish Council would like to contribute towards the Jane Austen celebrations next year in any way it can, be it help in coordination or budget. Peter to talk to Marilyn. PL
- It has been proposed that a defibrillator be obtained for the village. The suggestion is that it be kept in the telephone box as a central location. The cost of an entry-level machine could be around £2000. We are looking to sponsorship but it is likely the village will also need to fund-raise towards it. The Parish Council would very much like villagers' views and any other input. Rosina to put a notice on the Steventon website and Parish Notice Board. RF

The subject of whether to join the Hampshire Association of Local Councils (HALC) was not discussed but Peter will be following this up. PL

Rosina to follow up whether there is a need for a second Parish Notice Board with Marilyn. RF

6. Notices, Correspondence and Circulars:

Rosina handed letter to Harriet from Jeff Dodgson.

Mike handed letter to Rosina from Anita Bown from South East Water about pending road closures in North Waltham. This letter will be placed on the website and the Parish Notice Board. RF

7. Councillors' Announcements: None.

8. Questions to the Chairman: None.

9. Items for insertion in the Parish Magazine:

Date of next ordinary Parish Council Meeting.

Currently no new planning applications.

10. Meeting Dates 2016-2017:

18th July 2016 – Ordinary Parish Council Meeting in Steventon village hall at 8.00pm.

Signed:, Chairman

Date: