

Draft Minutes of the Extraordinary Council meeting held on MONDAY, 21 JUNE 2021 at Brockholes Village Hall.

Present; Cllr Rachel Hogley, Chairman

Cllrs M Blacka, M Bustard, P Colling, J Dalton, T Dixon, S East, M Pogson, S Sheard, A Wilson

Public Question Time

There were no members of the public present.

2122 01 **Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014**

The meeting was recorded in audio and will be published on the Council's You Tube channel.

2122 02 **To accept apologies for absence**

Apologies were accepted from Cllrs K Bellamy, T Bellamy, J Brook, D Carré, P Davies, C Greaves, D Gould, D Hall, J Roberts, J Sweeney. No apologies were received from Cllrs B Lockley and P Dixon and D Firth.

2122 03 **To receive Members interests in items on the agenda and to consider any written requests for new DPI dispensations**

No interests were declared, or dispensations requested.

2122 04 **No interests were declared by the officers.**

2122 05 **Resolved; that no items were to be taken in private session.**

2122 06 **To approve the minutes of the previous Council Meeting held on 22 March 2021 numbered 2021 191 to 2021 216 inclusive.**

RESOLVED: to approve these minutes.

2122 07 **To approve the final Accounts and Accountability and Governance Annual Return for 2020-2021.**

All these papers were presented to Finance and Management on 14 June 2021 and had been approved.

The RFO explained that the final accounts have to be approved by Full Council before the 30 June 2021. Following this approval, the accounts have to be made available for public view over a predetermined time span.

The RFO said that Rialtas had been very happy with the accounts in this, the first year that the Council had used this accounting package. There was only one small issue to be adjusted where the RFO had made a minor error at the beginning of the year.

The Internal auditor, Safia Kauser, had also congratulated the RFO on a good presentation and only had one matter that required attention. The large amount of reserves that the council had accrued need to be addressed. This was to some extent

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caused by the cessation of services during the Covid 19 pandemic and subsequent 'lockdown' (i.e. no buses, no activity by the maintenance contractor etc). The auditor also suggested that the total reserves that the Council kept as a matter of caution in the event of an unforeseen event, was too high and this matter was to be considered by Full Council in due course.

- i. **RESOLVED** to approve the final accounts for 2020/2021 as processed by Rialtas (the accounting package) on 26 May 2021.

The Accountability and Governance Annual Return

The RFO mentioned that the 'N' in column 4 on the AGAR was caused when the RFO uploaded the internal Audit report for last year onto the website while failing to use the signed copy rather than the unsigned version. This is a very minor 'fail' in the scheme of things as all the figures were correct. The accounting balances all balanced and the Clerk had checked them.

- ii. **RESOLVED** to approve the A.G.A.R.

To consider the approval of the supporting documents to the AGAR

The RFO reported that this section is not really pertinent for this council. Since we do not issue cheques there is unlikely to be any point at which the balances are straddling the year end, the April deadline, and thus needing to be reconciled, (boxes 7 and 8 of the AGAR).

The variances were accounted for as follows;

The precept being raised,

The expenses support grant

The decrease in bank interest

Reduced Toilet donations

Changes in the way staffing costs were accounted for when the Locum Clerk was in post in 2019, such that the staffing costs appeared to increase from £38,000 to £58,000 when the RFO was appointed. In fact, it had been recognised when sorting through old accounts from previous years that the real cost of staffing had been 'hidden' unintentionally by payments made to private companies (and so not readily visible in the staffing budget)

The excessive reserves, as mentioned above.

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The accounts and the AGAR would be available for public view from 30 July to 7 August 2021.

- iii. **RESOLVED** to approve the supporting documents for the AGAR.

Thanks were expressed to the RFO for all the efficient work in bringing these accounts successfully through the process of internal audit. He is to be congratulated on the positive comments from the Internal Auditor.

2122 08

To consider the matters pertaining to the management of the Holme allotments and the requirement for expenditure on a collapsed wall.

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RESOLVED to approve the transfer of the management of Holme allotments to the Service Provision Committee

RESOLVED to approve the expenditure of £250 on the repair of the wall at the allotments, to come from the Service Provision budget for maintenance of seats, shelters and other outdoor Council furniture.

Meeting concluded at 9.05 PM.

Signed
Chairman