

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 13th July 2020 outside Tewin Pavilion at 7.45pm.

PRESENT: Cllr K. St Pier (Chairman), Cllr B. Evans, Cllr A.Hill, Cllr D. Howson, Cllr K. Lawson, Cllr N. Moore & Cllr J. Sheridan.

In attendance: Mrs C. McFarlane (Clerk) and East Herts Councillor Michael McMullen.

NO PARISHIONER'S COMMENTS

117. APOLOGIES FOR ABSENCE received from Cllr D. Lloyd, East Herts Councillor Linda Haysey & Herts County Councillor Ken Crofton.

118. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING held 2nd March 2020 and Parish Council updates dated 3.5.20 and 3.6.20, copies of which have been previously circulated to Councillors, were confirmed as a true record and signed by the Chairman.

119. NO DECLARATIONS OF INTEREST

120. WAIVER OF 6 MONTH ATTENDANCE RULE

The Parish Council agreed to waive the 6 month Councillor attendance rule (Section 85 Local Government Act 1972) for any reason relating to Covid 19.

121. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments approved by the Parish Council amounted to £988.75 from the Current Account.

Annual Internal Audit Report 2019/20 - McCash & Hay carried out the internal audit for 2019/20 and confirmed that all the records were in good order and they did not need to qualify the report in any way.

The Annual Internal Audit Report 2019/20 on the Annual Governance and Accountability Return 2019/20 Part 3 has been completed and signed.

Accounts for the Financial Year Ending 31.3.2020 – These were previously circulated to Councillors and in accordance with the Council's Financial Regulations the Council RESOLVED unanimously to accept the accounts. They were signed by the Chairman and the Clerk as the Responsible Financial Officer.

Annual Governance and Accountability Return Section 1 - Annual Governance Statement 2019/20 - The Parish Council RESOLVED unanimously to accept and approve Section 1 Annual Governance Statement for 2019/20 on the Annual Governance and Accountability Return 2019/20 Part 3. The Parish Council confirmed that it:

1. Put in place arrangements for effective financial management during the year and for the preparation of the accounting statements.
2. Maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. Took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
4. Provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
5. Carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks including the introduction of internal controls and/or external insurance cover where required.
6. Maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
7. Took appropriate action on all matters raised in reports from internal and external audit.
8. Considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on this authority and, where appropriate have included them in the accounting statements.

The Annual Governance Statement 2019/20 was signed by the Chairman and the Clerk as the Responsible Financial Officer.

Annual Return : Section 2 - Accounting Statements 2019/20 - The Parish Council RESOLVED unanimously to accept and approve Section 2 Accounting Statements for 2019/2020 on the Annual Governance and Accountability Return 2019/20 Part 3.

The Chairman and the Clerk as the Responsible Financial Officer signed the Accounting Statement 2019/2020.

Inspection Period - In accordance with the Accounts and Audit Regulations 2015, the unaudited accounting records of the Parish Council for FYE 31.3.2020 are available for inspection from 14th July 2020 until 24th August 2020 by appointment only with the Clerk.

122. PAVILION & UPPER GREEN

The playground has now been re-opened. The bin was reported as full.

123. DATE OF NEXT MEETING

The next Parish Council meeting will be at **7.45pm on Monday 7th September 2020** in the Kimberley Room at Tewin Memorial Hall. As there was no further business the meeting was closed at 7.55pm.