

WYTHALL PARISH COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL
HELD ON THURSDAY 29TH JUNE 2017
AT THE COUNCIL OFFICE, BEAUDESERT ROAD
AT 7.30 PM.

<u>PRESENT:</u>	Councillor Mrs.S.Baxter	Chairman
	Councillor Mrs.D.Taylor	Vice Chairman
	Councillor Mrs.H.Bibbings	
	Councillor K.I.Footman	
	Councillor C.Peters	
	Councillor P.Rattigan	
	Councillor Mrs.S.Stewart	
	Councillor L.Turner	
	Councillor Miss L.Wright	
	Miss P.Harrison	Executive Officer

1. **APOLOGIES:** were received and reasons accepted from Cllr.Mrs.Kingston; Cllr.D.Bibbings; Cllr.Helen Cleaver; Cllr.Mrs.S.Lee; Cllr.Mrs.Webb MBE. Apologies had also been received from County Cllr.Hotham; County Cllr.Kent and District Cllr.Denaro.
No apologies were received from Cllr.Bell.

2. (i) **DECLARATIONS OF INTERESTS:**
 - (a) **Register of Interests:**
Councillors must complete their Register of Interests and update them as and when necessary.

 - (b) To declare any disclosable interests relating to items on the Agenda and their nature (Councillors with such interests must leave the room for the relevant items unless they have a current dispensation)
None declared.

- (ii) **DECLARATIONS OF OTHER DISCLOSABLE INTERESTS:**
 - (iii) **DISPENSATIONS:**
All present had current dispensations.

3. **RISK ASSESSMENT:**
Resolution 26/2017:
 - (a) to accept the recommendation from the Finance Committee dated 29.6.2017 that the schedule as presented be adopted.

4. **ANNUAL RETURN 2016/2017:**
Resolution 27/2017:
 - (a) to approve the Annual Governance Statement (Section 1)
 - (b) to approve the Accounting Statements (Section 2)
 - (c) to note the Annual Internal Audit Report (Page 5)

Each Statement having been read out individually and agreed by those Councillors present.

ACTION: Submit Annual Return 2016/2017 to External Auditors.

5. **Resolution 28/2017:**

A letter to be sent to Mr.Robert Wood thanking him for all his work and advice during the past year as Council's Internal Auditor.

ACTION: As above.

6. **DATE OF NEXT MEETING:**

Thursday, 20th July 2017 at 7.30 pm at the Village Hall.

The Meeting closed at 7.42 pm.

SIGNED:

CHAIRMAN

DATED:

20th July 2017