

**MINUTES OF A MEETING OF LYMPSTONE PARISH COUNCIL HELD AT 7.30PM
ON MONDAY 27th JULY 2020 IN THE YOUTH CLUB.**

PRESENT:	
Councillors	D Atkins, D Beatty, C Carter, K Hill, K Rogers and D Young.
Clerk	Miss L Tyrrell
County Councillors	None
District Councillors	None
Public	3 members

The Chair welcomed all present and explained that due to Covid19 this was an isolated meeting to discuss the PCs finances and audit only. The Clerk had provided the public present with a sign in sheet for track and traces purposes (all details would be destroyed after two weeks) and anti-bacterial hand wipes. All present sat socially distanced apart in the main hall of the Youth Club.

20/33 Apologies

Cllr Eastley and District Cllr Jung.

20/34 Minutes

Cllr Atkins proposed the minutes were accurate. Cllr Hill seconded. Unanimous.

RESOLVED that the PC minutes of the meetings held on 2nd March 2020 be confirmed as a correct record and signed by the Vice Chairman.

20/35 To receive any Declarations of Interest

None

20/36 Clerk's Report

20/36.1 LPC end of year finances 2019-2020

The Clerk presented the end of year PC finances. Cllr Atkins proposed and approved the financial summary for 2019-2020 was a true and accurate account. Cllr Young seconded. Unan.

RESOLVED that the following end of year finances were approved.

Financial Summary Report 2019-2020:		
Opening balance 1st April 2019:		60,712.68
Total receipts (1st April 2019 to 31st March 2020)		60,584.48
Total Payments (1st April 2019 to 31st March 2020)		61,309.29
Running balance as of 31st March 2020:		59,987.87
Balanced carried forward at 31/3/20:		59,987.87
Deposit Account		
Balance at 1st April 2019		162.17
01/04/2019 – 31/03/2020	INTEREST PAID	0.60
Balanced carried forward at 31/3/20:		162.77
Transfer to current account		0.00
Total current and deposit accounts c/f at 31/3/20		
		60,150.64

Cllr Carter suggested the PCs end of year financial summary was added to the September's edition of the Herald.

20/36.2

**Report received from Ms S Jenkins, Internal Auditor
Annual Audit 2019/20 Internal Auditor's letter**

The Clerk read the letter from Mrs Sarah Jenkins, the internal auditor. The letter was positive and approved the PCs internal controls and bookkeeping. *'In my opinion, the Council's financial procedures and controls continue to be sound and effective.'* S Jenkins 7th July 2020

The following recommendations were made for this financial year from the internal auditor report:

- Review of Financial Regulations
- Review of Standing Orders
- Consideration of a more formal Grants Policy

All agreed and approved of the internal auditors' recommendations.

RESOLVED that the recommendations of the internal auditor were implemented.

Annual Audit 2019/20 Internal Auditor's certificate.

The Clerk presented the AGAR certificate from the Internal auditor. Cllr Young suggested it would be consistent to ask Mrs Jenkins to complete the internal audit for 2020/2021. Unan.

RESOLVED that the Clerk find out if Mrs Jenkins is available for the 2020-2021 internal PC audit.

20/36.3

Annual Audit 2019/20 Governance Statement.

Cllr Atkins proposed that items 1 - 8 were satisfactory. Cllr Beatty seconded. Unan.

RESOLVED that the governance statement was agreed, signed and dated by the Chairman and Clerk/RFO.

20/36.4

Annual Audit 2019/20 Accounting statements.

Cllr Atkins proposed that the accounting statements were satisfactory. Cllr Young seconded. Unan.

RESOLVED that the accounting statements was agreed, signed and dated by the Chair and Clerk/RFO.

20/36.5

Notice of public rights.

The Clerk suggested suitable dates to publicise the Notice of public rights. Cllr Atkins added that this should be made by appointment only. Cllr Atkins proposed the suggested dates. Cllr Rogers seconded. Unan.

RESOLVED that the Clerk put up the public notices and add to the website from 28th July 2020.

Meeting closed **8.00pm**

Chairman:

Date: