

Minutes of a meeting of Aldington and Bonnington Parish Council held on Monday 6th July 2020 online at 7.30pm.

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting was held as a virtual meeting.

Present: Councillors: L Harman (Chairman), A Baldwin, R Boulding, A Bowman, P Kemp, R Spicer and W Parkinson.

In attendance: Peter Setterfield PSLCC, Parish Clerk

Also present 4 members of the public.

775. Apologies for absence:

Councillor M Boulden (work commitment)

776. Declarations of Interest:

There were no declarations of interest.

777. Minutes:

The minutes of the virtual meeting held on 1st June 2020 were submitted, approved as a true record to be signed by the Chairman prior to the next meeting of the Parish Council.

778. Chairman's Report:

The Chairman reported that the Parish Council's Facebook page is now live and within the first week has attracted some 225 followers.

The new website is at the 1st draft stage, a zoom meeting was held with the company and all of the updated files required have been forwarded to the company, when the communications working group is satisfied with the layout it will be circulated to all councillors for approval.

Work has begun on the Neighbourhood Development Plan with consultants being appointed, although the Steering Group will be doing the majority of the work. The first scoping questionnaire is nearing completion.

The works on the telephone box have been finished and ready to be stocked with books.

779. Financial year 2019/2020, end of year analysis:

Report ABPC/20/03 brings to the attention of Councillors a summary of the Parish Council's performance against its budget for the year ended 31st March 2020.

Resolved:

- 1. To receive and note Report ABPC/20/03.**
- 2. To receive and note the Parish Council's performance against budget for the year ended 31st March 2020.**

780. Asset Register:

Report ABPC/20/04 brings to the Parish Council a copy of the asset register compiled from the Parish Council's records.

The Asset register needs to be updated following the acquisition of new items since the 1st April and a check made on all existing assets. The Parish Clerk will attend to over the coming weeks.

Resolved:

- 1. To receive and note Report ABPC/20/04.**
- 2. To receive and acknowledge the Asset Register.**

781. Report of the Independent Internal Auditor:

Report ABPC/20/05 encloses the report of the Independent Internal Auditor who has been asked to complete the Annual Internal Audit Report Section of the Annual Governance and Accountability Return to the Council's External Auditor PKF Littlejohn LLP.

Resolved:

- 1. To receive and note Report ABPC/20/05.**
- 2. To receive and endorse the report of the Independent Internal Auditor.**

782. Statement on Internal Control for the year ended 31 March 2020 – Annual Governance Statement:

Report ABPC/20/06 details the Statement on Internal Controls to support the Annual Governance Statement required as part of the Annual Governance and Accountability Return for the year ended 31st March 2020.

Resolved:

- 1. To receive and note Report ABPC/20/06.**
- 2. To approve and endorse the Statement on Internal Control for the year ended 31st March 2020.**
- 3. To authorise the Chairman of the Parish Council to sign the Statement of Internal Control for the year ended 31st March 2020.**
- 4. To respond 'Yes' in boxes 1 to 9 of the Annual Governance Statement at Section 1 of the Annual Return subject to the adoption of Report ABPC/20/06 which relates specifically to Box 6.**
- 5. To authorise the Chairman of the Parish Council to sign the Annual Governance Statement.**

783. Statement of Accounts for the year ended 31 March 2020:

Report ABPC/20/07 attaches the Accounting Statement for 2019/2020.

Resolved:

- 1. To receive and note Report ABPC/20/07.**

2. **To approve and endorse the Accounting Statement at Section 2 of the Annual Governance and Accountability Return for the year ended 31 March 2020.**
3. **To authorise the Chairman of the Parish Council to sign the Accounts contained within the Annual Return for 2019/20.**

784. General Risk Assessment:

Report ABPC/20/08 brings to the Parish Council a copy of the Risk Assessment carried out as part of the end of year audit exercise.

It was highlighted in the process that the Parish Council does not currently have a 3 year Corporate Plan, this needs to be dealt with together with a review of the wish list.

Resolved:

1. **To receive and note Report ABPC/20/08.**
2. **To receive and acknowledge the General Risk Assessment.**
3. **To request the Parish Clerk to make the Corporate Plan an agenda item.**

There being no further business the meeting closed at 8.30pm.