

Minutes of the Parish Council Meeting of Akeley Parish Council held on Wednesday 22nd June at 7.30pm at Akeley Village Hall

Helen Butcher - Clerk to the Parish Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

- 33/22 Public Open Forum (under adjournment);** for members of the public to bring issues to the Council's attention. Any issues not on the agenda cannot be discussed but will be noted and discussed at the next meeting if appropriate.. Issues relating to the agenda will be taken into consideration when the item is discussed in the meeting No member. No members of the public were present
- 34/22 Attendance and apologies;** Councillors Holland (Chair), Hockley, George, Goodger & Jones were present. Apologies were received and accepted from Councillors Coxall & Clarke & Dicstrict Councillor Howard Mordue
- 35/22 Members Interests;** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Akeley Parish Council Code of Conduct for Members and by the Localism Act 2011. None were declared.
- 36/22 Approval of Minutes;** The minutes from the General Meeting held at Akeley Village Hall Monday 9th May 2022 were approved and signed
- 37/22 Finances;**
- a. Annual Governance and Accountability Return 2021-22**
- a) Internal Auditors Report (include actions to be taken where appropriate). The Council received the Internal Auditors report and welcomed the constructive feedback.
- Information regarding appointing a Councillor as an Internal Controls Officer was circulated for consideration in September. A system is now in place to ensure all invoices are signed at each meeting and the new accounting system produces reports that are more accessible for the website.
 - The Code of Conduct and standing orders to be reviewed by Councillors Holland and George along with any additional policies required for the September meeting
 - Risk assessments to be carried out on play area, allotments and rented fields. Escapes liability insurance and risk assessments *need to be understood*.
 - Councillor Goodger will compile a check list for the play area then the Council will ask for a volunteer to check it regularly and report back any issues.
 - Old council documents need to be sorted through and stored appropriately
 - Trees on council land to be mapped out and a plan drawn up for checking them. Quotes required for carrying out tree inspections and insurance requirements need to be checked
 - It was suggested a calendar of important dates is produced to ensure that as much as possible can be dealt with within routine council meetings
- b) Governance statement was completed and signed by Chairman
- c) Accounting statement was approved and signed by Chairman
- d) Certificate of Exemption was signed by Chairman
- e) Agreement of dates for Notice of Electors' Rights was discussed and agreed
- b.** All invoices listed on financial report were approved for payment
- c.** The purchase of a Speedwatch sign approx. cost £55 was approved to enable the start of community speedwatch. Proposed by Councillor Hockley seconded by Councillor George

Signed

Name

Date

- d. The use of the Parish Council debit card to purchase the benches for the play area (this will then be reimbursed by the Community Board) was approved.

38/22 Date and time of next meeting; Monday 11th July 2022 at 7.30pm - Date to be confirmed sept
change meeting to 19th

Pursuant to the 1960 Public Bodies Act (amended), the Chairman advises that the participants & proceedings of this meeting may be reported upon (filmed, recorded, photographed, blogged, tweeted or streamed) but verbal reporting may not take place whilst in session. Non-participating attendees not wishing to be subject to such media should indicate this by sitting to one side.