Stockland Parish Council

Minutes of the Finance and Staff Committee Virtual Zoom Meeting on Wednesday 8th July, 2020 at 3pm.

1) **Public Participation Time** (SO 1e & f); there were no members of the public present.
2) **Resolve to exclude members of the press and public**. There were no items.
3) **To record those present/apologies for absence** and to consider whether to agree any dispensations; Cllrs Griffiths (chairperson), Morgan and A Thompkins; with K Pearson, Clerk to the council, in attendance; Cllr Durrant not in attendance.
4) **Declarations of Interest**: There were no interests to declare.
5) **Finance & Staff Minutes**- to confirm and sign the draft minutes of the meetings of the Council held on the 25th February and the Turbaries Management Committee on the 11th March, 2020.

6) **Annual Governance and Accountability Return (AGAR);**
   - **Internal Control;** resolved that the updated document from the Clerk to review the effectiveness of the system of Internal Control is accepted and to bring it forward to the next full Council meeting.
   - **AGAR;** resolved to receive the Clerk's report; the AGAR which will need to be signed, with a wet signature, at the Council meeting of 28th July; submission deadline is Friday 31st July 2020; the Council's period for the exercise of public rights, Monday 3rd Aug – Mon 7th Sep; the statutory deadline by which the AGAR Part 3 & signed external auditor report must be published is Fri 13th Nov; External Audit fee is £240 (inc VAT), Internal Audit fee was £50 for the previous three years.
   - **Internal Auditor;** resolved the Clerk to ask what fee is suitable for 2019/20, and to note that all documentation is currently with the Internal Auditor.

7) **Budget and Precept 2020/1;** resolved to; note the receipt of £5539 on April 1st which is half the Precept again with no CTS Grant now payable; note the End of Year Bank reconciled balance of £ 29625.01.

8) **Items of Future Business** for the next Agenda; agreed the amount of time by the Clerk currently spent on Turbaries work with the RPA be investigated and report back to a PC meeting.

9) **Confidential Items**: There were no items.

Signed ……28th July
Chairman Meeting closed at 3.40pm