



Landford Parish Council

**Minutes of the Meeting held on
Wednesday 23 June at 6:30pm
in the Nomansland Reading Room**

Councillors present: Nik Bishop (NB) - Chair, Ken Parker (KP), and Damien Swancott (DS)
Plus: Melanie Camilleri (MC) – Clerk/RFO
No members of the public attended.

MINUTES

- 89/21** **Apologies for Absence:** John Bonney (JB), Rachael Stanton (RS), Cllr Glen Keirl (GK), Cllr Geoff Hewson (GH), and Cllr Rob Bird (RB)
- 90/21** **Declarations of interest:** None
- 91/21** **The Minutes of the:-**
i) **HR Committee Meeting** held on **13 May 2021**
ii) **Annual Parish Council Meeting** held on **19 May 2021**
were approved
- 92/21** **Finance**
i) 2020/21 Audit (Annual Governance and Accountability Return Part 3)
 - On 19 May 2021, the internal auditor John J Murray completed the Annual Internal Audit Report (page 3 of the AGAR) reflecting the control objectives had been achieved throughout the financial year to the required standard
 - Section 1- the Annual Governance Statement: completed reflecting there is a sound system of internal controls. It was unanimously approved and signed
 - Section 2- Accounting Statements: was completed, unanimously approved, and signed
 - Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return (AGAR): The announcement will be published on 24 June 2021. Documents will be available for inspection on reasonable notice by application from 28 June to 06 August 2021
- 93/21** **Correspondence, AOB, and any urgent matters:** None
- 94/21** **Date of the next meeting**
The date of the next **Landford Parish Council** meeting will be held on **Wednesday 11 August at 7:15pm** in **Landford Village Hall (Blue Room)**

Being no further business, NB closed the meeting at 6:35pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING