

**Minutes of the extra ordinary meeting of Alconbury Weston Parish Council
held on Monday 20 July 2020**

As a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020 the meeting was held remotely.

Present:

Councillors: J Baker, P Baker, M Bryan, A Gillham, B Powley (Chairman) & A Stone

Clerk: A Benfield

Others:

41.0 DECLARATIONS OF INTEREST

There were no declarations made

42.0 APOLOGIES FOR ABSENCE

No apologies for absence were received as all Members were present

43.0 PUBLIC PARTICIPATION

There were no members of the public present

44.0 MINUTES

The minutes of the meeting held on 18 May 2020 were confirmed as a correct record and it was agreed they be signed by the Chairman when meeting in public is allowed

45.0 INTERNAL AUDIT REPORT

Resolved That the Internal Audit Report be received and noted

46.0 ANNUAL RETURN AND STATEMENT OF GOVERNANCE

Resolved 46.1 That that this Council formally certifies itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 as neither its gross income or expenditure did not exceed £25,000 during the 2019/20 Financial Year

46.2 that this Council formally notes its consideration and confirmation that it has maintained an adequate system of internal control throughout each financial year in accordance with Assertions 2 and 6 of the Governance Statement contained in Section 4 of the Annual Return -

46.3 that the Annual governance statement for 2019/20 be approved and signed

46.4 that the Accounting statements for 2019/20 be approved and signed

46.5 that following consideration of all the above documents, approval be given for the Annual Return to be signed by Chairman, Parish Clerk & Responsible Financial Officer following the meeting in line with Social Distancing requirements

30.0 APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2020/21

Resolved That Evolve Tax & Accountancy LLP be appointed as the Internal Auditors for the 2020/21 Financial Year.

36.0 ORDERS FOR PAYMENT

The following payments were noted as needing to be made:-

BEAM – Grass cutting	£570.00
Payroll & HMRC – June Salary	£273.59
Day Today – Noticeboard repair	£99.00
EVOLVE Accountancy – Internal Audit	£90.00

Resolved That the above payments be agreed and would be authorised by Cllrs J Baker and Bryan

SIGNED: _____

Chairman - Alconbury Weston Parish Council

Chairman's
Initials