

ACOL PARISH COUNCIL

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AGENDA

A Meeting of Acol Parish Council will be held in the Village Hall, Acol, at 11 am on Tuesday 25th June 2019 to consider the business set out below and to pass such resolutions as deemed necessary on those items set out within the agenda.

1. MINUTES

To approve the minutes of the Parish Assembly & Annual meetings held on 3rd May 2019 (copies attached – Appendix A)

2. APOLOGIES FOR ABENCE

To receive apologies for absence (if any).

3. DECLARATIONS OF INTEREST

Members are invited to disclose any interest in any of the matters referred to within the agenda.

4. REPORT OF THE INTERNAL AUDITOR

To receive the report of the Internal Auditor, Mr. David Buckett, and to instruct the Clerk on the way forward. The Clerk met the Internal Auditor and confirms the accounts are in order but there has been criticism that the Council has not put in place the necessary procedures.

The Parish Council is required:

“To review the effectiveness of the system of Internal Control. Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement. The Chairman of the meeting and the Clerk to sign.

“To confirm that the Council can certify itself as exempt from the “limited assurance review”. If so, the Chairman of the meeting and the Clerk/RFO to sign and date the Certificate of Exemption for 2018-19 with the contact details and published website address.

“To approve the Annual Governance Statement for 2018-19, Section 1 of the AGAR for the year ending 31 March 2019. The Chairman of the meeting and the Clerk to sign and date PLUS minute reference.

“To approve the Accounting Statements for 2018-19, Section 2 of the AGAR for the year ending 31 March 2019 and the supporting Bank Reconciliation as at 31 March 2019 and if necessary, the explanation of the significant variations from last year (2017-18) to this year (2018-19). The Chairman of the meeting to sign and date PLUS minute reference.”

5. CHAIRMAN’S REPORT

The Chairman will report upon any matters which may have arisen since the last meeting.

6. CLERK’S REPORT

The Clerk will report upon the Parish Council website and any urgent matter that may have arisen since the despatch of the agenda.

7. MATTERS OF REPORT BY MEMBERS

To receive reports as appropriate.

8. DATE OF NEXT MEETING

To agree a date for the next meeting.

Roy Wade
Clerk to Acol Parish Council
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18th June 2019

ACOL PARISH COUNCIL

Draft Minutes of the Meeting of the Council held at the Village Hall, Acol on 25th June 2019 at 11.00a.m.

Present: Councillors Miss S. Bransfield (Chairman), D. Hayfield, J. Inchley and Mrs. I. Osborne

Also present: Cllr. T. Roper (TDC), Ray Owen & Roy Wade (Clerk), and 2 residents.

10. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Reece Pugh (TDC), Liz Hurst (KCC), Debbie Forsyth (PCSO) and Tony Gander (KCC Warden).

11. MINUTES

Approval of the Minutes of the meetings held on 3rd May 2019 was deferred.

12. MEMBERS' INTERESTS

No disclosures were made.

13. REPORT OF THE CHAIRMAN

The Chairman reported upon the following:

(i) Counting strips have been installed in The Street to monitor the effect of the traffic calming and results will be reported when they are received.

(ii) The village gateway signs have been replaced on Acol Hill.

(iii) A letter to Kent Highways is being prepared in response to information sent by them.

(iv) The roof of The Crown & Sceptre building has been reinstated and new window frames have been fitted to the top floor, but work has ceased before completion.

(v) Kent Fire & Rescue Service are providing a free safety service for all residents.

14. REPORT OF THE INTERNAL AUDITOR

The Clerk reported that the internal audit of the Parish Council financial records had been carried out. The Clerk read over the AGAR reports and Members noted and approved the Annual Governance Statement for 2018/19 and noted that the Internal Auditor had highlighted paragraphs 3 & 5 where it had been noted that the Council had not taken the appropriate action and these measures would be put in place in the near future. Members were also advised that the formal report of the Auditor had not been received and it would be considered as soon as it was to hand. However it would be necessary for the Council to bring up to date the web site and Ray Owen had kindly agreed to help the Clerk with this project. In addition the formal report may highlight other areas that needed to be addressed and these matters would be considered once the report was received.

RESOLVED: That the report of the Clerk be received and (i) the AGAR forms be approved and the Chairman be authorised to sign off the relevant pages, (ii) the forms and relevant documents be sent off to P.K.Littlejohn, (iii) the Clerk with the assistance of Mr Owen be authorised to bring up to date the Parish Council's web site; and (iv) further consideration be given to this matter once the formal report of the Internal Auditor is received.

15. PAYMENTS SCHEDULE/FINANCIAL REPORT

i) Payments Schedule –

RESOLVED: That the following payments be made:

Cheque No	Payee	VAT	Amount
637	Serco grass cut June	11.26	67.56
638	Chairman's Expenses	0.00	23.10

ii) Bank Balances – Council were advised that the Parish Council's bank balance at the 1st June 2019, less the cheques now authorised was £11,692.28p.

16. REPORT OF DISTRICT COUNCILLOR TREVOR ROPER

- (i) TDC** - the political balance of the District Council following the May elections;
- (ii) Ramsgate Harbour and Marina** – The financial problems facing the District Council.

17. MATTERS OF REPORTS BY MEMBERS

No matters of report were made, but reports had been received from absentees:

Cllr Reece Pugh – TDC has secured funding to reduce rough sleeping; they will be providing all households with new red recycling bags; and also mentioned Ramsgate Harbour.

Cllr Liz Hurst – Street lights have now been converted to LED, resulting in a reduction of 67.7% in energy consumption and 71% in carbon emissions.

PCSO Debbie Forsyth – Acol is relatively crime free, but residents must be vigilant concerning rogue traders, suspicious vehicles, home security, cold calls, etc. She now holds police surgeries at 12.15pm on the first Wednesday of every month at Monkton Village Hall.

18. DATE OF THE NEXT MEETING

It was agreed to hold the next meeting at at 11.00am. on Monday 29th July 2019.

Time concluded: 12.20p.m.