

EMBERTON PARISH COUNCIL

Minutes of An Extraordinary Meeting held in The Institute on Monday 26th June 2017 at 7.30pm

Present: Councillor Steve Gibson (Chairman)
Councillor V McLean
Councillor Mike Horton
Councillor Harry White

Mrs Karen Goss (Clerk and RFO)

Apologies for Absence

Apologies for Absence were received from Councillors Flowers and Hall.

Declaration of Interest

There were no Declarations of Interest.

4.195 **17/01594/FUL** – Installation of shade sail canopy onto school playing field at Emberton School, Olney Road. There were no objections to this application.

5. ACCOUNTS

5.1 **Approval of Accounts** – It was proposed by Councillor Gibson and seconded by Councillor Horton that the accounts be approved.

5.2 **Approval of Annual Return** – It was proposed by Councillor Gibson and seconded by Councillor White that the Annual Return be approved. The Annual Return was duly signed by the Chairman. The clerk to send the Annual Return and relevant documentation to Mazars.

5.3 **Confirmation of Internal Auditor's Report** – The Internal Auditor's Report was duly accepted. It was proposed by Councillor Gibson and seconded by Councillor McLean that a £100 John Lewis voucher be sent to the internal auditor as a token of appreciation. The clerk reported that during a conversation with the internal auditor, he had made reference to internet banking and that parish councils were now making payments via BACS transfer and that some of the smaller councils were using Metro Bank. The clerk to look into this.

5.4 **Approval of Mazars as external auditors and adoption of suggested dates** – It was proposed by Councillor Gibson and seconded by Councillor Horton that Mazars be approved as external auditors and that the suggested dates for the audit between the 3rd July and the 11th August be adopted.

5.5 **RFO's Report** – The RFO's Report was accepted.

5.6 Schedule of Payments – to approve the Schedule of Payments.

Mr T P Wibaut – bench and hanging baskets	£68.50
Mr G Palmer – putting up hanging baskets	£25.00

Payments proposed by Councillor Gibson, seconded by Councillor White and unanimously agreed by all those present.

The meeting closed at 7.45pm