

MINUTES OF THE SPECIAL MEETING OF ARMTHORPE PARISH
COUNCIL HELD IN ARMTHORPE COMMUNITY CENTRE,
WELFARE PARK, CHURCH STREET, ARMTHORPE, ON
TUESDAY, 24TH JUNE 2014

PRESENT:- Chairman - Councillor V. Doran

Councillors J.R. Armstrong, T. Corden, M.J. Doran, P.J. Farrell,
P.A. Hanson and C.J. McGuinness.

APOLOGIES

Apologies for absence were received from the Vice-Chairman, Councillor
F.J. Tyas and Councillors E. Butler, L.S. Dickman, S.L. McGuinness,
W.L. Moore and S.A. Pickles.

52. DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST

No declarations were made at the meeting.

53. INTERNAL AUDIT

RESOLVED that the contents of a letter received from the Council's
internal auditor, Mrs. Margaret Teasdale (formerly trading as
Professional Financial Services), together with the completed audit
plan, be noted.

54. COUNCIL'S ACCOUNTS 2013/14

RESOLVED that

- (1) the Council's draft Accounts for the financial year ended
31st March 2014, which comprises the draft bank
reconciliation, draft income and expenditure accounts,
together with supporting notes relating to the same and the
balance sheet (copies of which had previously been
circulated to each Member) be noted and approved for
submission to the external auditor;
- (2) the Annual Return relating to the Council's Accounts for the
financial year ended 31st March 2014 be submitted to the
external auditor containing the following Statement of
Assurance:-
 - (i) the Council has approved the accounting statements
prepared in accordance with the requirements of the
Accounts and Audit Regulations and proper practices;
 - (ii) the Council has maintained an adequate system of
internal control, including measures designed to
prevent and detect fraud and corruption and reviewed
its effectiveness;

Initials

- (iii) the Council has taken all reasonable steps to assure itself that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the Council to conduct its business or on its finances;
 - (iv) the Council has provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations;
 - (v) the Council has carried out an assessment of the risks facing the Council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required;
 - (vi) the Council has maintained throughout the year an adequate and effective system of internal audit of the Council's accounting records and control systems;
 - (vii) the Council has taken appropriate action on all matters raised in reports from internal and external audit;
 - (viii) the Council has considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on the Council and, where appropriate have included them in the accounting statements;
- (3) the Accounting Statements and the Annual Governance Statement in the Annual Return be approved and signed on the Council's behalf by the Chairman and the Clerk.

55. COUNCIL FUNDS

RESOLVED that a report be submitted to the next meeting of the Finance Committee to be held on 22nd July 2014 to consider whether to open accounts with other banks and/or invest in the deposit and/or property funds managed by CCLA (Churches, Charities and Local Authorities).

56. IMPENDING ELECTION

RESOLVED that if an election is called to fill the two casual vacancies arising from the resignations of Councillors A. Brown and A.J. Brown, the Council will consider at its next meeting whether to have poll cards delivered to each elector in the parish.

<i>Signature</i>
