

MINUTES OF ENGLEFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held at Englefield Village Hall on Thursday 19th May 2022

Present:

Cllr E. Crookes
Cllr M. Postles
Cllr R. Smith
Cllr L. Dennison

In attendance:

N. Rands (Clerk)

No members of the public present

Annual Council Meeting – Minutes

1. Election of Chairman

Cllr Edward Crookes was elected Chairman for the forthcoming year

2. Apologies

No apologies were received

3. Declarations of Interest

No interests were declared

4. Minutes

Minutes of the Parish Council Meeting held on 7th March 2022 were approved as a true record

5. Financial Regulations

The Council confirmed re-adoption of the Englefield Parish Council Financial Regulations

6. Responsible Finance Officer

The Council confirmed that the Parish Clerk is the Responsible Finance Officer for financial year 2022/23

Parish Council Meeting – Minutes

1. Councillor Vacancy

The Council agreed to extend the Co-option application period to 14th June 2022

2. 2021/22 Financial Update

The Clerk provided an overview of expenditure versus budget for financial year 2021/22, including an explanation of key variances.

3. 2021/22 Annual Return

- i. The Council resolved that it meets the qualifying criteria for exemption and wishes to certify itself as exempt from a limited assurance review for financial year 2021/22
- ii. The Council acknowledged receipt of the Internal Audit Report for financial year 2021/22
- iii. The Council approved the Annual Governance Statement for financial year 2021/22
- iv. The Council approved the Accounting Statements for submission for financial year 2021/22

4. Asset Register

The Council approved the re-statement of the assets included in the Englefield Parish Council Asset Register

5. Internal Financial Control

Lynn Dennison was appointed to verify the bank reconciliations for 2022/23

6. Insurance

The Council agreed to obtain insurance through Zurich for the period commencing 1st June 2022

Meeting end 18:52

Chairman: Date: