

**Meeting of the Extraordinary Meeting of the Parish Council on Thursday 27th June
2019 at 6.30pm at the Aston Clinton Parish Meeting Room, London Road, Aston
Clinton, HP22 5HL**

Present:

Cllr Tubb (Chairman)
Cllr Ronson
Cllr Wyatt
Cllr Simpson
Cllr Howard
Cllr Duffield
Cllr Read

In Attendance:

Clerk E Barry & R Bennett (recording)

19.70 Apologies

Apologies were received from Cllr Watton, Cllr Stewart and Cllr Judge

19.71 Declarations of interest:

For councillors to declare any personal and/or prejudicial interest in items on the agenda
There were none

19.72 To approve the minutes of the Parish Council meeting held on 12th June 2019

The minutes were PROPOSED by Cllr Ronson SECONDED by Cllr Wyatt AGREED and signed by the Chairman.

19.73 Public Participation:

There were none.

19.74 Annual Governance and Accountability Return (AGAR) 2018-19:

Cllr Tubb presented the AGAR documents, including the Accounting Statements, to the committee, that had been circulated prior to the meeting and asked if there were any comments or questions. The committee raised and discussed the following points:

- The Internal auditor had reviewed all documents and completed and signed the annual Internal Audit Report part of the AGAR and ticked yes to all elements. RBS had successfully completed the close down at the end of the financial year.
- Although the variance of 'all other payments' in point 6 of the external auditors proforma was under the 15% tolerance level and therefore did not require an explanation, Cllr Duffield felt that it would be prudent to prepare an explanation as the percentage variance was 14.5%. He felt that an explanation would also be useful given the increase in precept. The Clerk would review and draft an explanation of the differences so that they were ready should the external auditor request them.
- There were some concerns that the handover to the new clerk had been during this process and if that could be avoided going forward.
- The Clerk confirmed that the AGAR and supporting documents would be submitted to the external auditor on 28 June 2019.

MOTION: to agree the Accounting Statements, Section 2 of the Annual Governance and Accountability Return 2018-19 for signing by the Chairman of the Parish Council PROPOSED by Cllr Ronson SECONDED by Cllr Howard AGREED and signed by the Chairman.

MOTION: to agree the submission of the Annual Governance and Accountability Return 2018- 19 to the external auditor PROPOSED by Cllr Read SECONDED by Cllr Wyatt an AGREED.

19.75 Date of next Parish Council meeting

Wed 3rd July 2019

..... Chairman

..... Date