



Outwoods Parish Council

MINUTES OF MEETING

Date of Meeting	26 June 2017
Venue	de Ferrers Academy, Trent Campus, St. Mary's Drive, Burton On Trent.
Openness of Local Government Bodies Regulations 2014 has been adopted. Press and members of the public were cordially invited.	
Members Present	Councillors J. Anderson, Elks, Barker, Booth, R. Anderson, Walker
Also Present	None.
Clerk	Ellen Bird
Apologies for Absence	Councillor Thompson
Declarations of Interest	Councillors J. Anderson and R. Anderson declared they had completed work for the Council through their business J.A.Properties. The work was detailed in the accounts.

1. Introduction

The Chairman welcomed Councillors to the meeting.

2. Apologies for Absence

Apologies were received from Councillor Thompson

3. Declarations of Interest

Councillors J. Anderson and R. Anderson declared they had completed work for the Council through their business J.A. Properties. The work was detailed in the accounts.

4. Internal Audit Report

Councillors received the report from the internal auditors setting her findings on her recent review of the accounts and detailing suggestions for future improvements.

The Clerk reported she would create a program of work to address the points raised and would bring this to a future meeting.

It was proposed by Councillor Walker and seconded by Councillor Booth that the internal audit report be accepted. This was approved unanimously by the Council.

Resolved to accept the report from the Internal Auditor.

5. Annual Governance Statement

Council discussed the accounts and the accompanying paperwork for the external auditors. They reviewed the annual governance statement and approved the findings reported by the responsible finance officer.



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It was proposed by Councillor R. Anderson and seconded by Councillor Booth to approve the annual governance statement 2016/17 and that the papers be signed by the Chairman on behalf of the Council. This was approved unanimously by the Council.

Resolved to approve the Annual Governance Statement 2016/17.

The Annual Governance Statement was signed by the Chairman.

6. Accounting Statements

Council reviewed the accounting statements detailed in the report to the external auditor and approved the findings reported by the responsible finance officer. It was proposed by Councillor Walker and seconded by Councillor Booth to approve the accounting statements 2016/17 and that the papers be signed by the Chairman on behalf of the Council. This was approved unanimously by the Council.

Resolved to approve the Accounting Statements 2016/17.

The Accounting Statements were signed by the Chairman.

7. Approval of Accounts for Payment

The following accounts were approved for payment:

	Cost	Invoice No	Cheque Number
Black Rose Solutions - Internal Auditor	£135.36	OPC001	100470
Clerks additional Hours to complete audit process (16 additional hours @ £17.50)	£280	EB4/17/18	100471

8. Items/Comments for next meeting's agenda

It was agreed the outstanding invoice for the work completed in 2016 by the Chairman's company should be brought to the next meeting for payment.

9. Clerk's report/Correspondence

The following updates were reported:

- Zurich Insurance company required the final invoice for the claim for the bench.
- The basket swing still needed to be ordered
- A meeting at Beamhill Playground to look at the site and establish what work was required (following receipt of the risk report) had been arranged for 10am on 27 June 2017.
- A meeting at Harehedge Lane for photographs was to be rearranged.
- The Chairman reported that a local resident had contacted him regarding a car abandoned on Field Lane. This had been reported to the authorities.

Resolved to note the report.



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10. Date, time and place of next meeting

It was noted that the next meeting would take place Monday 10 July at 6.30pm at Henhurst Social Club, Henhurst Hill, Burton-On-Trent DE13 9TB.

Councillors agreed to notify residents of the change of venue using the A Boards.

Meeting Closed: 7.05pm