

CUMNOR PARISH COUNCIL
Minutes of the Extraordinary Meeting of the Cumnor Parish Council
on Monday 17 June 2024 at 8pm
in Fogwell Road Pavilion, Fogwell Road, Dean Court

Present.

Tom Christophers, Chair, Laurence Waters, Vice-Chair, Dona Foster, Gary Mason, Judy Roberts, Ray Stone, Chris Westcott, Oliver Wright. 1 resident and Tina Brock, Clerk.

01/24 Apologies for Absence.

Alison Jenner (prior commitment) and Paula Lopez (prior commitment) and, (prior commitment). These apologies were approved.

02/24 Declarations of Interest. None.

03/24 Public Participation. None

FINANCE

04/24 Audit for the year ended 31 March 2024.

- i. Council received and considered the recommendations made in the Internal Audit report year ended 31 March 2024 carried out by Rachel Brown. Income Controls – resolved not to claim VAT quarterly but to continue to claim annually, Petty Cash Controls – resolved to continue to use cash rather than a debit card as the cash is mainly used to purchase stamps, Asset Register – agreed to record net cost only, Transparency Code Requirements expenditure over £100 – agreed not to list expenditure separately as details of expenditure are included in the minutes.
- ii. Council approved the draft Council accounts for the year ended 31 March 2024 which were signed by the Chair.
- iii. Annual Governance and Accountability Return 2023/2024 Part 3 for the year ended 31 March 2024.
 - a. Council noted that Rachel Brown had completed and signed the Annual Internal Audit Report 2023/2024 on 1 June 2024.
 - b. Council completed and approved Section 1 Annual Governance Statement 2023/2024 which was signed by the Chair and Clerk.
 - c. Council approved and signed Section 2 Accounting Statements 2023/2024 which was signed by the Chair and Responsible Financial Officer.
 - d. Council approved the bank reconciliation for the year ended 31 March 2024 which was signed by the Chair.
 - e. Council approved the reconciliation between box 7 and 8 in section 2 of the AGAR.
 - f. Council approved the explanation of variances.
 - g. Council approved the breakdown of reserves held.
 - h. Council approved the dates for the Notice of Public Rights and Publication of unaudited Annual Governance and Accountability Return for the year ended 31 March 2024. To commence on Thursday 20 June 2024 and end Monday 31 July 2024.

CONFIDENTIAL INFORMATION

Exclusion of Press and Public

To move the following resolution, in view of the confidential nature of the business to be transacted it is in the public interest that the public and press be excluded from the remainder of the meeting, and they are requested to withdraw.

05/24 Confidential Matters. None.

DATES OF FUTURE MEETINGS

06/24 Next meeting. TBC.

The meeting closed at 8.20pm.

Signed..... Date.....2024