

HAUGHTON PARISH COUNCIL

Parish Clerk/Responsible Financial Officer: Jonathan Brumwell

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Minutes of the Meeting of Haughton Parish Council held at Haughton Village Hall at 7.40pm on Wednesday 31st May 2023

Attendees:

Parish Councillors: Ian Sunley (Chair), Michael Allen, Mark Burgess, Peter Prokopa (Vice Chair), and Stuart Taylor.

Clerk: Jonathan Brumwell

Public Open Forum: No members of the public were present.

1. To receive apologies and accept and record any reasons for absences

No apologies received.

2. To receive declarations of interest from members regarding items on the agenda

None.

3. Personal and pecuniary interest forms

Councillors received and completed Section 7 of the revised personal and pecuniary interest forms for the current period of office.

4. Internal Auditor's Report

The Council received the Internal Auditor's report for the year ending 31st March 2023 noting observations and recommendations contained therein and that there are no qualifications identified.

RESOLVED that the Internal Auditor's report is approved and adopted.

5. Annual Accounts for the Year Ending 31st March 2023

The Council considered the Annual Accounts for the period 1st April 2022 to 31st March 2023.

RESOLVED that the Annual Accounts are approved and adopted.

6. Annual Governance and Accountability Return – Annual Governance Statement

The Council considered the Annual Governance Statement contained within the Annual Governance and Accountability Return (AGAR).

RESOLVED that the Council approves the completion of the Annual Governance Statement confirming that the response to all statements listed is "yes" (except that the item relating to trust funds is "not applicable") and authorises the Chairman to sign the Statement on behalf of the Council. The Chairman signed the Annual Governance Statement accordingly.

7. Annual Governance and Accountability Return – Accounting Statements

The Council considered the Accounting Statements contained within the Annual Governance and Accountability Return (AGAR).

RESOLVED that the Council approves the Accounting Statements and authorizes the Chairman to sign the Statement on behalf of the Council. The Chairman signed the Accounting Statements accordingly.

8. Financial Report

- (a) Expenditure incurred on behalf of the Council under the terms of Financial Regulation 4.1 None.
- (b) The Council noted the bank reconciliation as at 30th April 2023.
- (c) Payments for approval:

DESCRIPTION – May A/c's	NET	VAT	GROSS
Admin support	£142.10		£142.10
Expenses (A4 paper)	£5.83	£1.17	£7.00
Coronation Expenses	£28.69		£28.69
Haughton Village Hall	£49.50		£49.50
Internal Audit	£184.38		£184.38

RESOLVED that the drawing of cheques, payments by BACS, and payment of direct debits as detailed in the approval list is authorised.

d) Income Received

Staffordshire County Council: Extra Grass Cut £126.00

Lloyds Reserve Interest £ 2.43

9. Updates on projects and action points

- a) Dale Common – the site visit on Tuesday 30th May 2023 with Pete Case of the Newt Conservation Partnership was attended by IS, MA, and the Clerk. PC advised seeding the spoil areas with grass when it rains and a top cut of the meadow area early in the season. There is no issue with grazing and this can now be put out to tender.
- b) S106 money for play equipment: Not yet received. The Clerk will contact the Borough Council.
- c) FLIRE5-XT Thermal Imaging Camera Training Course: this has been arranged for Wednesday 28th June and will be a 4.5 hour session of training (ST and IS to attend).

10. Future agenda items

Noted that items for inclusion on the next agenda must be received by Monday, 19th June 2023.

11. Date and time of next meeting

The June meeting will be held on Monday 26th June 2023 at 7.00pm.

The meeting closed at 8.19pm.