

# ENMORE PARISH COUNCIL

## MINUTES OF MEETING

TUESDAY 24TH MAY 2022 AT 7.30 PM IN ENMORE MEMORIAL HALL.

Attendance: Cllr Cole, Cllr Hucker, Cllr Nicholson, Cllr Comley, Cllr Hopkins, Cllr Jackson  
Clerk D. Mcilroy Independent examiner A. Stoye No apologies.

Declaration of Acceptance and Declarations of Interest by all Councillors  
These were hand delivered by D. Mcilroy to Bridgwater House on May19th 2022

### Election of Chairman

Cllr Cole was proposed by Cllr Nicholson. Seconded by Cllr Comley and agreed by all.  
Cllr Cole duly signed Declaration of Acceptance of Office form.  
He stated that due to his age he would be standing down from the Council in due course and feels it would be appropriate that someone took in the role as Vice chair to gain experience to ensure continuity for the Parish Council.

### Election of Vice Chairman

Cllr Hucker was reluctant to continue as Vice chair. Therefore, Cllr Hopkins was proposed (in view of his past experience) by Cllr Nicholson and seconded by Cllr Jackson. Agreed by all  
Cllr Hopkins is yet to sign Declaration of Acceptance of Office form.

### Adoption of Annual Accounts.

Accounts presented by Anne Stoye this year acting as independent examiner. Papers had already been circulated to all councillors electronically.

A discussion took place about the treatment in the accounts of the grant awarded to the Enmore Memorial Hall towards the installation of solar panels, awarded in March 2022 but not paid out before the end of the 2021/22 financial year. The accounts treat the unpaid grant as a debt and the (net) assets brought forward reflect the true available resources of the Council after making provision for this grant, and for other costs incurred but not paid in 2021/22.

Also point raised about cemetery land being classed as an asset. It was felt that for continuity this year figures should be presented as last year for comparison therefore the land did not appear listed as such.

Having discussed these concerns, the draft accounts were approved by Council nem con. Cllr Comley agreed to act as Responsible Financial Officer for Enmore Parish Council on an interim basis and sign the accounts as a true and fair record in this capacity.

### Adoption of Annual Governance Statement

Anne Stoye noted that she had completed the independent examination / internal audit to the best of her knowledge. However, her report noted that there were two sections of the audit where the Council was currently non-compliant: these were in relation to information on the website and in relation to the previous Clerk's pay, where PAYE requirements had not been met. These issues are being corrected as quickly as possible.

### Approval of Certificate of Exemption AGAR 2021/22 Form 2

In addition, Council approved the declaration of exemption from the requirement for a limited assurance review. The Chairman duly signed AGAR 2021/22 Form 2. (Annual Governance and Accountability Return)

As time was limited the Parish Council decided to hold an interim meeting before the next scheduled one in July to discuss many outstanding issues and concerns.  
This was arranged for Tuesday May 31<sup>st</sup> in St. Michael's church Enmore @7.30 pm.  
Meeting closed at 7.20 pm

Signed: ..... Date: .....  
Chairman of Council