**ALVERDISCOTT & HUNTSHAW PARISH COUNCIL**

**Minutes of the Extraordinary Meeting**

**Held at Huntshaw Hall on Wednesday 25th May 2022 at 7:30pm**

Present: Councillors G.White, B.Hardwicke, J.Huxtable, D.Easterbrook, P.Ley

In attendance: District Councillor R.Lock

Apologies for absence: None

Members of the public: None

14. The Chairman read the Annual Audit Report to the meeting, and the internal auditor’s explanations of negative answers to the relevant sections of the internal control procedures.

15. The Chairman then read through Section 1, Annual Governance Statement and the conditions for compliance. The meeting approved these unanimously, and were subsequently signed by the Chairman. In the absence of a parish clerk, Cllr.Hardwicke countersigned in their place.

16. The Chairman then read through Section 2, Accounting Statement. Dist.Cllr.Lock queried the makeup of the addition to assets, this was explained to be the costs of satnav signage plus the associated installation costs. Cllr Hardwicke requested a breakdown of other payments, these were given as the annual grants to halls, churchyards and local Rag, plus internal and external auditors’ charges. The meeting approved the statement unanimously, and were subsequently signed by the Chairman.

17. The Chairman then gave a brief update on the situation regarding the bank account. Although the additional information requested for the new bank account had been sent, it had either been mislaid or not received by the bank. Scanned copies were therefore emailed over to Lloyds and confirmed as received and attached to the application, so all information should now be with them to process and finalise the application. In the meantime an updated mandate for the existing account has been completed. This is necessary in order for this account to be closed once the new account is active.

18. The next meeting was confirmed as Wednesday 13th July at Alverdiscott Hall.

 There being no further business, the meeting was closed at 8:10pm.