

DRAFT MINUTES OF KNARSDALE WITH KIRKHAUGH PARISH COUNCIL MEETING HELD MONDAY 13TH JULY 2020 OUTDOORS IN KNARSDALE COMMUNITY HALL CAR PARK AT 7.30p.m.

Due to Coronavirus the Parish Council is not able to hold normal meetings therefore a special outdoor meeting was held to elect Chair/Vice Chair, agree/sign audit documentation and deal with outstanding financial matters.

Present: Cllrs M Mennie (Chair), JJ Raine (Vice Chair) & A Armstrong.

Apologies: Cllrs J Grieves, T Moore, J Reed, W Watson & I Hutchinson (NCC).

2. Declaration of Interest: None

3. Chair & Vice Chair:

Chair: M Mennie - proposed by A Armstrong, seconded by JJ Raine, there were no other nominations.

Vice Chair: JJ Raine – proposed by A Armstrong, seconded by M Mennie, there were no other nominations.

4. Financial:

Monies: 297.66+ £1,750.02 + £39.91 Wayleave = £2,087.59 PLUS 1st Precept Payment £2,327.00 & Knarsdale Estate donation £1,170.95 = £5,540.041.

LESS: Community Hall hire/donation £175.00, BHIB Insurance £504.77, NALC Subscription £85.13, NALC Website £75.00, SP Services £1,886.22 & Cumbria Software £82.80 = £2731.121(includes £1,047 ring fenced Transparency Grant).

Risk Assessments: Financial & Management Risk Assessment document – no amendments – next review May, or earlier if necessary. Fidelity Guarantee it was agreed cover for £2,000 was adequate as cheques require 3 signatures Clerk's plus two cllrs and that any additional cost on insurance is disproportionate to the risk involved.

2019/20 Audit Report:– Annual Return for the year ending 31 March 2020 and statement of assurance completed and signed as appropriate, accounts had been verified by Internal Auditor, all relevant paperwork will be displayed. Cllrs had previously reviewed internal audit procedure and the present Internal Auditor to be asked to continue for another year. The appointed independent Internal Audit, is completely unbiased and competent to carry out the audit. As part of the audit they had full access to all documentation, including Auditor's briefing notes and discussion with Parish Clerk.

Certificate of Exemption completed as gross income/expenditure did not exceed £25,000.

5. Date of Next Meeting: Monday 14th September 2020 at 7.30p.m.

Meeting closed at 7.50p.m.