

**Draft 17.08.2020**

**Minutes of MEETING of RENHOLD PARISH COUNCIL held on  
Monday 17<sup>th</sup> August 2020 at 6.00pm**

**PRESENT:-** Parish Councillors: Mrs. Quince (Chair), Mrs. Brunsdon, Mrs. Dean, Mr McIver, the Clerk Mrs. Barnicoat and four members of the public.

**1. WELCOME:** - The Chair welcomed all attendees and set the expectations for an online virtual meeting, outlining how to keep the meeting courteous and efficient. Those present held a moment of reflection for Forbes Grant.

**APOLOGIES FOR ABSENCE TO BE RECEIVED:** Parish Councillors: Mr. Warwicker and Mr. Rayner, Borough Councillors: Tim Creswell, Christine McHugh and Phillippa Martin-Moran-Bryant had sent apologies for absence; all of which were accepted.

**2. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTEREST TO BE DECLARED FOR THE MEETING:** - No declarations of interest were received for the meeting.

The Chair adjourned the meeting for the next item.

**3. OPEN FORUM:** -

Clarity was sought regarding the Parish Council's appeal submission for 19/01974/MAO for up to 400 dwellings at 25 Hookhams Lane.

Resident expressed thanks to Parish Council for comprehensive response to appeal regarding 18/02496/MAF - demolition of one dwelling and erection of 14 dwellings at 27 Hookhams Lane.

Hookhams Lane fly tipping had been reported to Local Authority.

Format of financial information within annual report raised.

The Chair reconvened the meeting for the next item.

**4. FINANCE:** -

**a) Internal audit report** - Council reviewed. No items noted for action. Future consideration to be made to varying the individual undertaking the internal audit as per audit plan.

**b) Year-end accounts for 2019/20** –Full transaction information, bank reconciliation, copy of bank statements, completed Annual Return, receipt and payments analysis circulated to all. Revision to asset register required. Clerk to update register and Section 2, Box 9 on Annual Return. It was unanimously agreed. Resolution made to approve Section 1 and Section 2 of the Annual Return. Form to be signed by Chair. Clerk to make external audit submission.

**5. DATE OF NEXT MEETING:** - Zoom meeting to be held on 2<sup>nd</sup> September 2020 starting at 7pm. Meeting closed at 6.30pm

Signed .....

Dated .....