

WATERBEACH PARISH COUNCIL

Minutes of the meeting of Waterbeach Parish Council held on 27 June 2016 at 7.30 p.m. at the Old Pavilion, Cambridge Road, Waterbeach.

16 / 40 THOSE PRESENT / APOLOGIES FOR ABSENCE

PRESENT: Cllrs Bull, Gaunt, Gilzean, A Grant, K Grant, Howlett, B Johnson, P Johnson, Smart, J Williamson, M Williamson (Chair), Wright

APOLOGIES: Cllr Williams

NOT PRESENT: Cllrs Rabbett & Shipp

IN ATTENDANCE: E Jones (Clerk),

16 / 41 OPEN FORUM

No members of the public were present.

16 / 42 MEMBERS' INTERESTS

None declared

16 / 43 INTERNAL AUDITOR

The Internal Auditor's report was tabled and his recommendations regarding Risk Assessments were noted.

The Clerk explained that the auditor's queries on the Bank Reconciliation had related simply to old incomplete transactions that had not been cleared down.

It was **RESOLVED** to refer the report to the Finance Committee for them to review in more detail.

Proposed: Cllr M Williamson Seconded: Cllr Wright Unanimous

In the meantime it was agreed unanimously that the LCRS software package be purchased and that the matter of Health & Safety be restored to the Parish Council agenda.

It was also agreed that the Finance Committee should review the scope of the internal audit and the re-appointment of the Internal Auditor.

16 / 44 ANNUAL RETURN – STATEMENT OF GOVERNANCE

Councillors each had a blank copy of the Annual Governance Statement (Section 1 of the Annual Return) in front of them and **RESOLVED** to complete the form as follows: -

Q1	Yes	Proposed: Cllr. B Johnson In favour: 9	Seconded: Cllr J Williamson Abstentions: 3
Q2	Yes	Proposed: Cllr. J Williamson In favour: 8	Seconded: Cllr B Johnson Against: 3 Abstentions: 1
Q3	Yes	Proposed: Cllr. Bull In favour: 9	Seconded: Cllr J Williamson Against: 2 Abstentions: 1
Q4	Yes	Proposed: Cllr. B Johnson Unanimous	Seconded: Cllr Gaunt
Q5	No	Proposed: Cllr. J Williamson Unanimous	Seconded: Cllr Gaunt
		Reason: see internal audit report	
Q6	Yes	Proposed: Cllr. Bull Unanimous	Seconded: Cllr Howlett
Q7	Yes	Proposed: Cllr. Wright In favour: 11	Seconded: Cllr J Williamson Against: 1
		Add a note saying that dealing with the risk assessments is work-in-progress	
Q8	No	Proposed: Cllr. Gaunt Unanimous	Seconded: Cllr Howlett

Q9 N/A Reason: Recent receipt of claim for Judicial Review. Potential legal costs.
This does not apply in the case of Waterbeach PC

16 / 45 ANNUAL RETURN – ACCOUNTING STATEMENTS

Councillors considered the Accounting Statements (Section 2 of the Annual Return) as completed by the Clerk and **RESOLVED** to approve them and asked the Clerk to ensure that they were signed and dated by the Chair of the meeting

Proposed: Cllr. Wright Seconded: Cllr Bull
In favour: 10 Abstentions: 2

The meeting was declared closed at 8 pm

Chair

UNAPPROVED