

CREECH ST MICHAEL PARISH COUNCIL

Approved Minutes for the Extraordinary Meeting of Creech St Michael Parish Council
held at Creech St Michael Village Hall on **Thursday 29 June 2023 at 7pm**

Councillor Attendance

Cllr. Annabelle Peters – Chair	AP	Present	Cllr. Paul Tucker	PT	Present
Cllr. Adrian Birch	AB	Present	Cllr. Charlie Cudlip	CC	Present
Cllr. David Griffin	DG	Present	Cllr Kieran Roe MBE	KR	Present


Also Present: Andrew Williams, Creech St Michael Parish Clerk and Responsible Financial Officer.

Meeting started at 7.01pm

1.0	Chair's welcome				
	AP welcomed everyone to the meeting.				
2.0	Public Question time - Questions asked by the Public and Press will be noted.				
	None.				
3.0	To receive any apologies for absence				
	Apologies for Absence received from Cllr. Phillips, Cllr. Giles, Cllr. Greenhalgh.				
4.0	Declarations of Interests				
	4.1 Declarations of Individual Members				
	None.				
	4.2 Dispensation Request				
	None.				
	Items for Decision				
5.0	Internal Audit Report – to receive and approve the internal Audit Report for the year ending 31 March 2023.				
	<p>The Clerk and RFO reported that the Internal Auditor had expressed that the Parish Council had made significant progress since she had undertaken her initial internal audit in 2019. There were no significant issues reported by the internal auditor and it was recommended that the Finance Committee undertake a review of the effectiveness of the internal audit process within the next 12 months and to produce an action plan based on the current audit report.</p> <p>The Internal Audit report was accepted and approved.</p>				
	Prop:AP	Sec:CC	In Favour:6	Against:0	Abstain:0
6.0	Finance – to review and approve the Financial Transaction Report. [M]				

item 6.1.docx

Page 1

Approved by 
Chair of the Meeting

Date 04 September 2023

6.0	Annual Governance and Accountability (AGAR) Return – to approve the signing of the Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2023.				
	6.1 Section 1 – Annual Governance Statement 2022/23				
	DG raised the issue of updating the Risk Assessment. The Clerk and RFO confirmed that this would be on the agenda for the next Finance Committee to consider.				
	The Annual Governance Statement 2022/23 was approved and signed by the Chair.				
	Prop:AP	Sec:PT	In Favour:6	Against:0	Abstain:0
	6.2 Section 2 – Accounting Statements 2022/23				
	The Accounting Statements were confirmed against the end of year reconciliation.				
	Accounting Statements 2022/23 were approved and signed by the Chair.				
	Prop:AP	Sec:KR	In Favour:6	Against:0	Abstain:0
7.0	New Matters to be Carried Forward				
	Councillors may raise an item for consideration by the Chair.				
	None.				
8.0	Council to Decide if to Exclude Members of the Public and Press for the Following Item(s).				
	None.				

The meeting ended at 7.20pm

[M] = Where a resolution (vote) is expected

Andrew Williams, CSM PC, Clerk and RFO, 07708 680797, email clerk@creechstmichael.net

The next Creech St Michael (CSM) Parish Council meetings are on:

Monday 04 September 2023	at 7pm in the CSM Village Hall
Monday 02 October 2023	at 7pm in the CSM Village Hall
Monday 06 November 2023	At 7pm in the CSM Village Hall



Approved by *Anabelle Peters*
Chair of the Meeting

Date 04 September 2023