

LAKENHEATH PARISH COUNCIL

Minutes of the Lakenheath Parish Council Extraordinary Meeting held on Wednesday 18th November 2020
Remote meeting by Zoom commencing at 7:00pm

Present

Councillors E Morley (Chairman), J Hastings, P Gyte, A Gyte, G Kelly, R Norman, I Frost, Maggie Flint (Clerk),

Chairman asked for Permission to vary the agenda.

This was agreed by all.

Cllr. Morley (Chairman) gave a short update on new Councillor Judy Cahill and feedback on the interview. He confirmed that Cllr. Cahill's first meeting would be in January 2021 and that she would be included in emails to councillors going forward. M. Flint. (Clerk) confirmed that she would process the new Councillor forms on Friday 20th November.

1 Apologies for Absence

Cllrs Gentle

Absent Cllr. Palmer

Declaration of Interest

2 There were none.

Representations from Members of the Public

3 There were none.

Chairman asked for Permission to vary the agenda.

This was agreed by all.

4 Annual return Presentation

The Clerk presented the Annual return,

It was highlighted that there needs to be an adjustment of £262.78 that was shown in the wrong box on the AGAR form. Although there would be no need for adjustment on this year's form that the adjustment would need to be adjusted before submitting for the year 2020/21.

It was also noted that the Parish Council did not comply with regulation 15 of the Accounts and Audit regulations 2015 as amended by SI 2020/404 the Accounts and Audit (Coronavirus) (Amendment) and as such box number 4 on the AGAR form should be ticked No.

The Clerk explained that due to the shut down we were unable to give all persons interested an opportunity to inspect and ask questions about the Parish Accounts, but explained that they had not had any requests for inspection of the accounts.

The Clerk asked if the Parish Council wanted to make a charge for copies of the Agar, it was decided that there would be no charge and that if the requests became unmanageable, they question would be added to the next agenda for reconsideration. The Clerk asked if the Parish Councillors it was their wish to accept the report. All agreed.

5 Council to consider excluding the public for agenda item 5 due to the confidential nature of the item.

Bank Authorisation

Clerk gave the recommendation that going forward there would be three authorisations required for payments, as she felt that this could be a safeguarding issue due to the bank changing its authorisation procedure. All agreed.

6 To note date of next Meetings - Monday 4th January 2020

Meeting concluded at 7.18pm

Sign

Date

CHAIRMAN

Signed as confirmation that they are a true record.

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