

THRILOW AND HEATHFIELD PARISH COUNCIL

Minutes of an Extraordinary Parish Council Meeting held on 31st May 2023 in Thriplow Village Hall Committee Room at 7.30 pm

Present:

Councillors: Jane Gough, David Schneider, David Easthope, Rowan Pashley,
Carly Richman

Clerk: Martyn Corbet

RFO: Austin Flynn

1. Apologies for Absence

Apologies for absence were received from Fergus Ramsey.

2. Consideration of the contents of the Internal Audit Report

The meeting considered the report prepared by the Internal Auditor and the following were drawn to the attention of the meeting by Cllr Easthope:

- a) The Financial Procedure will need to be reviewed in the light of the comments made in Section B; and
- b) The point about Declarations of Interest made in Section C will need to be added to the next agenda.

A copy of the report is attached to these minutes. A copy of the report had previously been distributed to parish councillors. Acceptance of the report was proposed by Cllr Schneider and seconded by Cllr Richman. Acceptance was agreed.

3. Consideration and approval of the Annual Return and Accountability Return (AGAR) for 2022/23

A copy of the draft Annual Governance and Accountability Return (AGAR) 2022/23 had previously been distributed to parish councillors.

Approval of the AGAR was proposed by Cllr Schneider and seconded by Cllr Easthope. The AGAR was agreed.

The AGAR will be sent to the External Auditors for approval.

The requisite notice relating to inspection of the accounts will be published.

4. Discussion regarding latest developments on the Neighbourhood Plan

Following the recent consultation further work is required to facilitate the next stage of the Neighbourhood Plan Process. This work could be substantial. At present the only funds committed towards payment for this is the £500 initially voted toward the project by the parish council.

At present it is unclear whether there are any more monies available by way of grant from Central Government. Most of the process has hitherto been covered by yearly grants. Any unused monies remaining from these grants is repaid to Central Government on demand at the end of each financial year. A new grant application is then submitted.

Some work has been done amounting to 15-20 hours but the person who has carried it out is unable to continue. The parish clerk will ask for an invoice. A replacement will be found once the financial position becomes clearer.

Some 52 responses have been received to the last public consultation together with that from SCDC. A questionnaire has been prepared based upon comments received. Work will also need to be done to analyse and respond to the results of the

referendum from stakeholders and residents. It is hoped these costs will be covered by grant.

It was decided to wait until it is known whether a grant will be available. If one is not then funding will have to be obtained. This might well be by way of the annual Precept.

There being no further business, the chairman thanked everyone for attending and the meeting ended at 8.05 pm.

Signed Chairman

Dated