

Bramfield and Thorington Parish Council

Minutes of the Parish Council Meeting held at Bramfield Village Hall on Monday, 24th June 2024 at 7pm

Present:

Cllr. Hughes (Chair), Cllr. Rozkalns (Vice-Chair), Cllr. Bond and Cllr. Ryder

Also Present:

D. Cllr. Ashton and Karen Lewis (Clerk) via zoom

27/24-25 Chairs Welcome:

28/24-25 Apologies: Apologies were received from Cllr. Niven and C. Cllr. Smith

29/24-25 To receive Declarations of Interest and requests for dispensations: Dispensations were requested for Cllr. Rozkalns and Cllr. Ryder in relation to the Village Hall

30/24-25 Public Session: None

31/24-25 To receive a report from the County Councillor: No report received

32/24-25 To receive a report from the District Councillor: D. Cllr Ashton is looking to bring together a number of small parishes with an aim to share common issues and find common solutions. Grass cutting is a problem everywhere mainly due to the wet weather. The Chair took the opportunity to highlight to the meeting the fact that grass cutting in Bramfield was done by a number of residents and this was much appreciated.

33/24-25 To consider the Minutes of the Meeting held Monday 13th May 2024 for accuracy and for the Chair to sign as a true record: The Minutes of the Parish Council meeting held on Monday 13th May 2024 were **APPROVED** and signed.

34/24-25 Planning Matters: None

35/24-25 Clerks' report was shared and it was agreed the Clerk would continue investigating the option to move to a gov.uk email address and report back at the next meeting

36/24-25 Finance Matters:

36/24-25.1 To approve items on the Authorisation to pay Sheet:

A late payment for Westcotec repair of the SID was received for £310+VAT. An authorisation to Pay sheet was created for this one item and this was APPROVED and signed

36/24-25.2 Review & Approval of Internal Audit Report 2023-24: The Internal Audit Report 2023-24 was reviewed and **APPROVED**

36/24-25.3 Review & Approval of Internal Audit Report Response & Action Plan 2023-24: The Internal Audit Report response & action plan 2023-24 was reviewed and **APPROVED**

36/24-25.4 Review of effectiveness of Internal Audit 2023-2024: The Council **AGREED** that the internal audit process undertaken by SALC was wholly satisfactory with regards to quality, scope, independence and communication with the assigned Auditor

36/24-25.5 To approve the appointment of SALC for 2024-2025 as our Auditor: The Council **APPROVED** the appointment of SALC as our auditor for 2024-2025

36/24-25.6 To review and Approve the Statement of Accounts 2023-2024: The 2023-2024 Statement of Accounts were **APPROVED**

36/24-25.7 To Review & Approve of Explanation of Variances 2023-24: The explanation of Variances 2023-2024 was **APPROVED**

36/24-25.8 To Review and Approve the Annual Governance Statement 2023-2024 (section 1 AGAR): The Annual Governance Statement was reviewed and **APPROVED**

36/24-25.9 To Review and Approve the Accounting Statements 2023-2024 (section 2 AGAR): The Accounting Statements 2023-2024 were reviewed and **APPROVED**

36/24-25.10 To review and approve Notice of Public Rights period which is proposed to be from Monday 1st July to Friday 9th August 2024: The Notice of Public Rights period was **APPROVED** to be 1st July to 9th August 2024

36/24-25.11 To agree the 'Certificate of Exemption' for 2023-24: The Certificate of Exemption for 2023-2024 was **APPROVED**

37/24-25 Highways: Cllr. Hughes updated the Council on SID situation (courtesy of Cllr. Niven). It was highlighted that the number of taxi's queuing outside Bramfield House School gave an issue to other road users and one side of the road appeared to be crumbling away due to Taxi's parking there. Cllr. Hughes would take contact with them to see what can be done to reduce this issue.

38/24-25 Date of Next Meeting: It was **AGREED** that the date of the next meeting would be Monday, 22nd July 2024 at 7pm

The meeting ended at 19:49

*Councillors to forward any matters for the next Agenda to the Clerk by 10th
July 2024*