

# DUNHAM WITH FLEDBOROUGH, RAGNALL & DARLTON PARISH COUNCIL

Minutes of the Extraordinary meeting of the Council held on Tuesday the 19<sup>th</sup> of June 2018 which commenced at 18.30 hours. The meeting was held at the Millennium Hall, Low Street, Dunham on Trent.

Present: Councillors I Oakden (Chairman), S Oakden, L Sharpe, P McKechnie, C Hamilton, A Hamilton, C Booth, R Grimes, K Watkinson, D Moss, C Booth & P Eghan

## **Ex/06/18/a Apologies for absence.**

Apologies were received from Cllrs. M Barden, R Horsted & J Starmer. Noted and ACCEPTED.

## **Ex/06/18/1. Leave of absence**

Cllr. J Starmer, it was reported, has requested a 6 month leave of absence for personal reasons. It was: AGREED (unanimously) to ACCEPT Cllr. Starmer's request.

## **Ex/06/18/2. Audit – Annual Governance & Accountability Return (AGAR) 2017/2018 Part 2.**

It was: AGREED (unanimously) to agree & accept the AGAR as presented and the Acting Chairman signed page 6 of the document.

The Clerk was asked to send the completed form to the external auditor and ensure that the document is placed on the Council's website.

- a. Certificate of Exemption.
- b. The Internal Auditors report 2017/2018
- c. The Annual Governance Statement 2017/2018
- d. Analysis of Variances
- e. The Accounting Statements 2017/2018
- f. Bank Reconciliation (end of year).
- g. Notice for the period for the exercise of public rights and other information

## **Ex/06/18/3. Routine Payments for Approval and retrospective authority for bills paid.**

The following invoices were approved for payment.

NALC £30.00 course fee for Cllr. M Barden to attend Internal Audit Course

Orange Skip hire 600.00 (3 skips)

Payback (via Cllr. L Sharpe) £200

Cllr. Jane Starmer £34.34 (Plants for War Memorial)

ICO Registration £35.00

S Bowman £60.00 Office 365 Subscription

PMC Services £426.00 (Grass cutting and purchase of a mower)

Mr C Geeson (Internal Auditors fee) £120.00

Mr S Bowman £130.00 (travelling expenses & Stamps and Stationery)

**Ex/06/18/4. Annual Payments/Donations**

**This item was deferred until the July 2018 meeting to allow further investigation.**

Council will be asked to authorise the following payments  
VHMC £700 – Annual Rent Payment.  
The Church £800 – Annual Grounds Maintenance Payment.  
The School – Environmental Improvement Grant £1000  
Fledglings – Environmental Improvement Grant £500  
+ Sustrans £200 – this additional payment was suggested.

**Ex/06/18/5. Data Protection**

Cllr. C Booth was appointed as the Data Protection Officer for the Parish Council.

It was also AGREED that the Clerk and Cllr. C Booth should attend a NALC training course on this role as soon as is practicable.

**Ex/06/18/6. Proposed Event to Celebrate the 100<sup>th</sup> Anniversary of the End of the First World War.**

Brass Band Concert 2 September 2018 14.00 – 16.30 (Newstead Brass Band).  
Ticket price £4.00 per adult £2.00 per child (to be confirmed at the July 2018 meeting).  
Refreshments will be provided  
All proceeds to be donated to a nominated Charity? RBL or SSAFA.  
Volunteers are required to run the event – please speak to the Clerk if you are available.

**Ex/06/18/7. Sustrans Event.**

A report by made by Cllr. Ian Oakden about a forthcoming fund-raising event to support the Sustrans charity.

It was suggested that a grant be considered at the July 2018 meeting to support this initiative.

Agenda item.

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Cllr. M Barden – Chairman

Dated.....