



**CRESSING PARISH COUNCIL**  
**Minutes of the Annual Parish Council meeting**  
**held on 20<sup>th</sup> July 2023 at 12.00 noon at**  
**St Barnabas, Claud Ince Avenue, Cressing.**

**Present:** Cllr John Lawton – Chairman  
Cllr Colin Haines  
Cllr Harvey Porrett

**In attendance:**

Mrs Christine Marshall (Parish Clerk/RFO and Proper Officer)

**23-4/055 ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW 2022/23**

Following completion of the internal audit, the Clerk/RFO presented the following documents, previously issued to Cllrs:

- i. Annual Governance and Accountability Return 2022/23
- ii. End of Year financial statement
- iii. Internal auditor's report
- iv. End of year Bank Reconciliation
- v. Explanation of variances from budget
- vi. Explanation of Reserves allocation
- vii. VAT Refund statement

There were no queries, and **it was resolved** to approve the documents and to instruct the Chairman and Clerk/RFO to sign the AGAR as required. **Proposed: Cllr Porrett, seconded: Cllr Haines. Action: Chairman and Clerk**

**23-4/056 FINANCE**

- i. **Progress against budget:** The Clerk/RFO referred to the reports issued with the Agenda. There were no queries, and **it was resolved** to accept the reports. **Proposed: Cllr Haines, seconded: Cllr Porrett, all in favour**
- ii. **A motion to approve bank reconciliation at 30<sup>th</sup> June 2023: It was resolved** that the bank reconciliation statement at 30<sup>th</sup> June 2023 be approved. **Proposed: Cllr Haines, seconded: Cllr Porrett, all in favour**
- iii. **A motion to approve June 2023 Payments/Cheques:** The list of payments and cheques to be signed against May expenditure was presented. There were no queries, and **it was resolved** to approve the payments. **Proposed: Cllr Haines, seconded Cllr Porrett, all in favour.** Cllrs Lawton and Haines signed the cheques.

**23-4/057 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be on Wednesday 23<sup>rd</sup> August 2023 at **7.00pm at St Barnabas Hall, Claud Ince Avenue, Cressing, CM77 8HG.**

Any items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than 12 noon on Tuesday 15<sup>th</sup> August 2023.

The Chairman declared the meeting closed at 12.35pm.

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|----------------------|----|--------|
| <b>2023 meetings</b> |    |        |
| OCTOBER              | 11 | 7.00pm |
| NOVEMBER             | 8  | 7.00pm |
| DECEMBER             | 13 | 7.00pm |