



CRESSING PARISH COUNCIL
Minutes of the Parish Council meeting
held on 26th June 2024 at 7.00pm at
St Barnabas, Claud Ince Avenue, Cressing.

Present: Cllr John Lawton – Chairman
Cllr Colin Haines
Cllr Christine Ives
Cllr Eileen Mottershead
Cllr Tony Sim

In attendance:

Mrs Christine Marshall (Parish Clerk/RFO and Proper Officer)
No members of the public

24-5/066 CHAIRMAN'S WELCOME

The Chairman declared the meeting open and spoke as follows:

The Chairman confirmed there would be no Parish Council meeting in July due to holiday commitments.

A motion was proposed to include an item to include approval/payment of replacement and other required payments, together with the Minutes of the meeting held 12th June 2024. **Proposed: Cllr Lawton, seconded: Cllr Haines, all in favour. Motion carried.**

RESIGNATION: The resignation of Harvey Porrett had been received by the Chairman and this was accepted. **Proposed: Cllr Lawton, seconded: Cllr Haines, all in favour.**

24-5/067 DECLARATIONS OF INTEREST

Members of the council are subject to the Local Authorities Code of Conduct Order 2007 (SI 2007/1159) (The Revised Code) with the additional, non-mandatory, section 12(2).

There were no pecuniary or non-pecuniary interests to be recorded in relation to items on the agenda.

24-5/068 PUBLIC PARTICIPATION

The Clerk confirmed that no requests to speak at the meeting had been received.

24-5/069 MINUTES OF PREVIOUS MEETINGS

The Minutes of the Parish Council Meeting held on 12th June 2024 were confirmed as a correct record. **Proposed: Cllr Lawton, seconded: Cllr Ives, all in favour.**

The Minutes were signed by the Chairman.

24-5/070 ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW 2023/24

Following completion of the internal audit, the Clerk/RFO presented the following documents, previously issued to Cllrs. For the benefit of the new Councillors, the Clerk/RFO explained the process for completing the AGAR and the purpose of two audits: internal and external.

- i. Annual Governance and Accountability Return 2023/24
- ii. End of Year financial statement
- iii. Internal auditor's report
- iv. End of year Bank Reconciliation
- v. Explanation of variances from budget

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 Sim, seconded: Cllr Haines, all in favour. Action: Chairman and Clerk**

24-5/071 CRESSING COMMUNITY MAGAZINE

Cllrs confirmed they had considered further the re-worked budget presented at the previous meeting that now provided additional funds to be allocated to the grant budget line. The Clerk/RFO will carry out the necessary virement. Consequently, Cllrs **agreed to** the full grant application submitted by the Cressing Community Magazine Committee for £2,000 of which £500 has already been given.

Cllrs further **agreed** that a letter should be sent to the Committee explaining in detail why the Parish Council needs to see accounts and the timeline for applications.

Proposed: Cllr Lawton, seconded: Cllr Ives, all in favour. Action: Clerk

24-5/072 FINANCE

- i. The Clerk/RFO presented a short list of payments that needed to be made that included two replacement cheques for payment that had been lost in the post.
Proposed: Cllr Sim, seconded Cllr Haines, all in favour. Cllrs signed the cheques.

24-5/073 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING (14th August)

Agenda items:

Community Speedwatch – update

Playing field lease

Winter salt bag scheme

24-5/074 CLOSE OF MEETING

There being no more business to be discussed, the Chairman declared the meeting closed at 7.50pm.

24-5/065 DATE OF NEXT MEETING

The date of the next meeting of the Parish Council is Wednesday 14th August 2024, 7.00pm at St Barnabas, Claud Ince Avenue, Cressing.

Items for inclusion on the Agenda to be sent to the Parish Clerk to be received no later than midday on Tuesday 6th August 2024

2024				
AUGUST	14	OCTOBER	9	
SEPTEMBER	11	NOVEMBER	13	
SEPTEMBER	11	DECEMBER	11	
2025				
JANUARY	8		JULY	10
FEBRUARY	12		AUGUST	14
MARCH	12		SEPTEMBER	11
APRIL	7		OCTOBER	9
MAY	13	ANNUAL MEETINGS	NOVEMBER	14
JUNE	12		DECEMBER	11