

MEOPHAM PARISH COUNCIL
Minutes of a meeting of the
Extraordinary Full Council held on
Monday 21st June 2020 at 11am
At the Cricket Pavilion, Meopham Green

Members Present: Cllrs M Bramer, D Bramer, S Buchanan (Chairman), G Green, P Luxford and B Wade

In attendance: Mrs S Egglesden (Clerk and Responsible Financial Officer)

Item 1: Apologies for Absence: - To receive and accept apologies

FC.39 Apologies were received and accepted from Cllrs Dalby (work commitment), Gofton, McTavish, Ogden (prior appointment) and Rose (holiday).

Item 2: To receive Declarations of Interest

FC.40 There were no declarations of interest.

Item 3: Year End Accounts and Audit Review 2020-21

3.1 To approve the accounts for the year ended 31 March 2021. The Chairman of the meeting and the Responsible Financial Officer to sign

FC.41 Cllr Green proposed approval and this was seconded by Cllr Luxford. All voted in favour. The Chairman and RFO signed the year end accounts.

3.2 To approve the Annual Governance Statement for 2020-21, Section 1 of the Annual Return for the year ending 31 March 2021. The Chairman of the meeting and the Clerk, as the Responsible Financial Officer, to sign

FC.42 Cllr Green proposed approval and this was seconded by Cllr M Bramer. All voted in favour and the Chairman and Clerk signed the Annual Governance Statement.

3.3 To approve the Accounting Statements for 2020-21, Section 2 of the Annual Return for the year ending 31 March 2021 and the supporting Bank Reconciliation as at 31 March 2021 plus the explanation of the significant variations from last year (2019-20) to this year (2020-21) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. The Chairman of the meeting to sign.

FC.43 Cllr Luxford proposed approval and this was seconded by Cllr M

Bramer. All voted in favour. The Chairman and RFO signed the Accounting Statement.

FC.44 Cllr Luxford asked for it to be minuted that the Council thanked the Clerk for the work involved in preparing the Annual Return.

The meeting closed at 11.15am.

SignedDate.....