

552(2) Agree Policies/Governing Instruments (particularly including Effectiveness of Internal Control):

1. It was resolved to review the tabled file of Policies and Governing Instruments in preparation for agreeing them at the AGM meeting on 09/05/2011.

2. It was resolved to accept the following statement with regard to a review on the 'effectiveness of Internal Control and Audit' carried out prior to year end 31/03/2011,

Proposed by Council's appointed Internal Controller (Cllr/Chairman John Clarke)

Seconded by Council's appointed overseer of Finance & Insurance (Cllr/Vice-Chairman Kevin Greatorex)

Internal Control:

Considered to be effective by the production of Financial and Risk Assessment Statements, the former of which is reviewed and resolved on at each Council meeting; the latter being referred to by Councillors on an on-going basis throughout the year and resolved on at year end.

Internal Audit (Preferred to be referred to as a preliminary audit by NALC to External Audit by BDO):

Considered to be effective by the appointment of the external NALC Audit Service who reviews the Council's processes to a check-list with the Responsible Officer and produces an outcome report, with or without recommendations for Council to subsequently consider. With regard to two recommendations made after year ending 31/03/2010, Council made the following resolutions:

1. Planning responses related - BPCM 11/01/2010 (Minute 206-09/10)

2. Proposed payments related - BPCM 11/01/2010 (Minute 206-09/10)

In response to the Internal Auditors comment that the public are being 'disenfranchised' by Council's current procedures on Planning and Payments, this is not considered to be the case.

PLANNING:

553 Progress urgent matters only (None at time of publishing the agenda):

The following responses to the following planning applications were resolved:

1. DA/2011/0174 – Side and rear extensions and pitched roofs over flat roofs at 16 Church Street:

NO OBJECTIONS with request for the Conservation Officer to consider the effect on the street scene of covering the attractive stone and house walls to the left of the property; also to ensure that all aspects of construction will be in-keeping with the area.

2. DA/2011/0192 – Mono pitch roof to existing garage & conservatory at 80 Harborough Road Nth:

NO OBSERVATIONS

3. DA/2011/0226 – Listed building consent to remove an internal wall at 'The Patch', Humfrey Lane:

SUPPORT with reasons as stated in the Design and Access Statement

FINANCE:

554 Agree a Financial Statement / Bank Reconciliation as at 31/03/2011:

After noting the following it was resolved to approve the Financial Statement for the Chairman to sign it.

£39,158.52 Bank Balance.

£1,249.90 Year-end surplus available for transfer to reserves.

£602.61 VAT reclaim received.

Clerk correction of some proposed payment cheque numbers.

It was further resolved to:

1. Transfer the year-end surplus of £1,249.90 into the general reserve after receiving a precept payment.

2. Maintain the Fidelity Insurance Guarantee at £25,000.

3. Pay up to £200 from the Village Day Reserve for an invoiced activity at the Royal Wedding Celebration.

555 Agree a Year End Account Statement for 2010/11:

It was resolved to agree the statement and for the Chairman to sign it showing total receipts of £78,482.97 and payments of £76,380.11 (both including Playground transactions) resulting in a deficit of £38.06 in the General Account and a surplus of £2,140.92 in the Playground Account. Reserves total £36,854.03.

556 Agree an Asset Register as at 31/03/2011:

It was resolved to review the tabled 31/03/2010 register against the work sheets for a proposed 31/03/2011 register (with some revised valuations) in preparation for agreeing it at the AGM meeting on 09/05/2011.

557 Agree a Risk Assessment Statement as at 31/03/2011:

It was resolved to agree the statement summarising Council's assessed risk position as at 31/03/2011 and for the Chairman to sign it.

558 Agree an External Audit Annual Return for 2010/11:

It was resolved to agree the appropriate sections of the return (particularly section 2 – Annual Governance Statement) plus the supporting information document; also for the Chairman and Clerk to sign the appropriate sections in preparation for submitting the return to the Internal Auditor.

559 Approve payments shown on Financial Statement and sign cheques (including any late invoices):

It was resolved to approve proposed payments totalling £2,061.68 from the first precept payment of £9,000 due for receipt into bank on 29/04/2011; also for Cllrs Greatorex and Parker to sign cheques and initial invoices/cheque stubs accordingly.

HIGHWAYS (Including Lighting, Public Footpaths and Transport):

560 The Clerk was requested by Cllr Parker to arrange for a Church Street sign to be refitted.

ENVIRONMENT (Including NCC and M&K Green-works):

561 There were no urgent matters arising.

OTHER MATTERS:

562 Receive any urgent matters for report only:

1. The Chairman reported that an entrance was currently being constructed, opposite the Windhover Pub/Restaurant, to enable access onto the Choudary family land. Cllr Shephard agreed to report the matter to District Councillor John Shephard for DDC planning information and investigation as appropriate.

2. Cllr Shephard informed the Chairman that she would not be able to attend the next Quarry Liaison meeting on 18/04/2011; please give apologies.

563 Prepare for the Annual Parish Meeting being held at 7.30pm:

Other than to re-arrange the seating, there was nothing that seemed in need of preparation. The Chairman and Clerk were prepared to present reports on Council's behalf.

564 Confirm next Council meeting:

The next meeting was confirmed to be held on 09/05/2011 at 7.30pm in Boughton Village Hall; this will be Council's Annual General Meeting.

565 Close meeting:

The meeting was closed at 7.25pm

THESE MINUTES WERE ACCEPTED BY COUNCIL AT MEETING ON 09/05/2011 (MINUTE _____)

Chairman/Date:.....

Copies to:

- BPC File
- All Councillors
- Parish Website