

**HIGHER KINNERTON COMMUNITY COUNCIL
MINUTES OF THE REMOTE EXTRAORDINARY MEETING HELD VIA MICROSOFT TEAMS
ON 30th MAY 2023 COMMENCING AT 6.30 P.M.**

PRESENT: Cllr C. Upton, Cllr. King, Cllr. M. Allport, Cllr. J. Mortimer, Cllr. Swash, Cllr. Liddle, Liz Corner (Clerk)

EX. 001 APOLOGIES FOR ABSENCE / REASON GIVEN

Apologies received from Cllr. C. Nugent due to illness and D. Gleave due to an alternative commitment.

Cllr. Armstrong-Braun did not attend the meeting.

EX. 002 APPROVAL OF ACCOUNTS FOR 2022/2023

Members noted that following a review of the year end accounts for 2022-2023 prepared by HKCC's Financial Services Support provider and further to due diligence checks including obtaining advice from the internal auditor and preparation of a detailed meeting note, it was agreed at the May annual meeting on 23rd May 2023 that the updated accounts, bank reconciliation and end of year reports would be presented to the Council for approval at the extra-ordinary meeting held on 30th May 2023.

Following a robust review, **IT WAS RESOLVED** to approve the accounts and the bank reconciliation for 2022-2023. It was agreed the Clerk would make arrangements for the Chair to sign and date the requisite records as required prior to submitting the records to the internal auditor. The Clerk advised the accounting statements and Annual Governance Statement within the Annual Return would be submitted for internal audit prior to presenting the Annual Return for approval by full Council at the June meeting. It was further agreed that the Clerk and the Chair would sign the detailed note regarding the end of year accounting statements as prepared by the Clerk following receipt of advice from the internal auditor.

EX.003 TO RECEIVE YEAR END REPORTS AND BUDGET UPDATES & BANK RECONCILIATION

(CLERK TO PROVIDE A REPORT)

Following a review of the detailed budget monitoring reports and financial overview report for 2022- 2023 members agreed the budget was robust and had been monitored and managed effectively and following a review of requisite payments noted and agreed the S137 Local Government Act 1972 expenditure analysis and expenditure in relation to earmarked reserves. The bank reconciliation was accepted and noted.

The meeting was declared closed at 19.00 p.m.