

**MINUTES OF THE SHERE PARISH COUNCIL EXTRAORDINARY MEETING
ON THURSDAY 22ND JUNE 2017 AT
TANYARD HALL, STATION ROAD, GOMSHALL**

Present: Parish Councillors R Andrews (chairing the meeting), C Brooke, J Cross, B Harrap, G Reffo and R Smith and the Parish Clerk, J Millett.

Ref:	Item:
17/61	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40. Apologies for absence were received from Parish Councillors C Carlisle, P Carter, A Collingwood, R Davey, A Golightly, B Grover and J Hutton.
17/62	Declaration of Personal or Prejudicial Interests Declarations by Councillors on any of the agenda items below. NONE received.
17/63	<p>Accounts for the year 2016/17</p> <ul style="list-style-type: none"> a. RECEIVED notification from the Internal Auditor that the Accounts are in order and that he has satisfactorily completed Section 4 of the Annual Return stating that the Council's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31st March 2017. Internal audit has therefore been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in Section 4 of the Annual Report confirming that in all significant respects the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council. b. RECEIVED, APPROVED and ACCEPTED the Accounts for the year ended 31st March 2017. c. APPROVED the Annual Governance Statement (Section 1 of the Annual Return). This to be signed by the Chairman of the meeting and the Clerk. d. RECEIVED and APPROVED the Annual Return (Section 2) for the year ended 31st March 2017, subject to the total fixed assets at 31 March 2017 (box 9 on the return) reading £1,340,290. This was signed by the Chairman of the meeting and the Clerk. e. CONFIRMED the scope of the internal audit for 2017/18. f. RECEIVED a budget update to 31st March 2017 g. CONFIRMED that the Council's internal auditor Mr. Mark Mulberry is fully independent of the Council and meets the standards required to carry out the internal audit h. APPROVED the internal audit plan setting out proposals for the internal auditor and to confirm that this properly takes account of the corporate risk (i.e. the controls and procedures within the Council which minimise the risk of the Council not being able to function or carry out what it sets out to do). i. AGREED that the minimum tests proposed in the audit plan, together with the inspections carried out by the Internal Auditor and the Chairman of the Parish Council, are adequate and effective for the Council's internal audit purposes. This to also be agreed with the Internal Auditor <p><i>(Note: G Reffoe requested that the Council consider setting key priorities so that future requests for funding can be measured against them. She also requested that the Council's pension fund liabilities be addressed)</i></p>

