

BRADFORD ON TONE PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY MEETING HELD ON TUESDAY 3RD NOVEMBER 2020 TO APPROVE THE ACCOUNTS FOR YEAR ENDED 31ST MARCH 2020 THE MEETING WAS HELD REMOTELY USING ZOOM CONFERENCING.

PRESENT

Cllr D Venn (Chairman), Cllr Ellis, Cllr Brodie (temporary Vice-Chair), Cllr Smith
Cllr Sidhu

1. Apologies

Cllr Haines (Vice-Chair) – long term illness
Cllr Herdman – work commitments

2. Internal Auditor Approval

Cllr Brodie proposed Ms Jane Hawkins of JH Consultancy as the Internal Auditor for the Year End Accounts and this was seconded by Cllr Sidhu.

3. Year End Accounts for 2019/2020

3.1 To approve the Annual Governance Statement for the year ended 31st March 2020 (Part 1 of the Annual Return 2019/20)

Councillors unanimously agreed the Annual Governance Statement for 2019/20

3.2 To approve the Annual Accounting Statements for the year ending 31st March 2020 (part 2 of the Annual Return 2019/20)

Councillors unanimously agreed the Annual Accounting Statement for 2019/20

3.3 To agree to the exemption from external audit as income and expenditure is under £ 25,000.00 for the financial year ended 31st March 2020.

Councillors unanimously agreed to the exemption from external audit.

The Chair then signed all relevant documentation in sight of the other Councillors and the Clerk arranged to pick these up from the Chair the following day so that all documentation could be sent to PKF Littlejohn – the approved External Auditors.

The meeting concluded at 8.00pm