### BARLING MAGNA PARISH COUNCIL

**MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL,** held Thursday, 31st May 2018 in the Barling Magna Parish Hall, Barling Magna, Essex, commencing at 7pm.

Present: Councillors Ashdown, Bond, Clark, Cohen (Chairman), Gardiner, McKillop (from item 18.87e), Pearmain and Steptoe (from item 18.87d) (Vice-Chairman)

Apologies: Councillor Edmunds

District Councillors Lucas-Gill, Mcpherson and Williams

Attending: County and District Councillor Steptoe (from item 18.87d)

 2 residents

 I. King (Parish Clerk)

**MINUTES**

* 1. **The Chairman to declare the meeting open.**
1. The Chairman declared the meeting open at 7pm.
	1. **To receive apologies for absence.**
2. Apologies were noted, as recorded above.
	1. **To receive Declarations of Interest in accordance with the Council’s Code of Conduct and with section 106 of the Local Government Finance Act 1992.**
3. There were none.
	1. **Co-options to the Council**
4. Councillor Steptoe joined the meeting during this item, with apologies for late arrival. As he had not been present for both interviews, he abstained from voting on this matter.
5. Two candidates had withdrawn before the start of the meeting.
6. Both remaining candidates were thanked for their applications.
7. Following interview and discussion, it was proposed by Councillor Pearmain, seconded by Councillor Gardiner that Ms K. McKillop be co-opted to fill the vacancy for councillor. For 4; against 1; abstained 2. Carried.
8. Councillor McKillop made her declaration of acceptance of office and was invited to join the meeting from this point. She was welcomed to the Council by the Chairman.
	1. **Financial Matters**
9. It was proposed by Councillor Cohen, seconded by Councillor Ashdown that payment of £1,000 be authorised to Matthew Broomfield for the concrete ramp at the hall. Agreed unanimously. The details would appear on the next cheque schedule.
10. The internal audit report for 2017-18 had been circulated. This satisfactory audit was noted by councillors. The three recommendations were discussed and the Clerk would bring forward a plan to act on these during the year. He was thanked for the work that had gone into preparing for the audit.
11. Annual Governance and Accountability Return for 2017/18
12. Annual Governance Statement. Proposed by Councillor Pearmain, seconded by Councillor Ashdown that the annual government statement be approved. For 8, against 0, abstained 0.
13. Annual Accounting Statements. Proposed by Councillor Steptoe, seconded by Councillor Pearmain that the annual accounting statements be approved. For 8, against 0, abstained 0.
14. Council noted a report from the Responsible Finance Officer that the period for Public Rights to examine the accounts and supporting papers would be 4th June to 13th July 2018. The notice of public rights would be posted on the noticeboards and the website on 1st June 2018.
	1. **The Chairman to close the meeting.**
15. There being no further business, the Chairman closed the meeting at 8.17pm.

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