

MINUTES OF GISBURN PARISH COUNCIL MEETING
HELD ON THURSDAY 20 JUNE 2024
AT 7.00 PM

Present: Keith Kirby (Chair), Colin Corlett, John Driver, Robert Lancaster
Clerk and one member of the public

APOLOGIES FOR ABSENCE

Darren Jackson

MINUTES OF MEETING OF 17 MAY 2024

The Minutes of the meeting of 17 May 2024 were accepted as a true record of proceedings and duly signed.

DECLARATION OF INTEREST

None

PUBLIC PARTICIPATION

It was reported that some more poppies were required for display later in the year. It was suggested that a letter of thanks be written to a resident who took care of the defibrillator. A report on the village tidy-up was provided.

FINANCIAL STATEMENT

Current Account (Lloyds) £13,131

ACCOUNTS FOR APPROVAL

Mrs C A Holmes	Salary	£396.00
HMRC	Clerk's PAYE	£99.00
Mr I Woolstencroft	Internal auditor	£20.00
W H Lawton	Grass cutting	£100.00

YEAR END MATTERS

The Internal Audit Report for 2023/24 was received and noted.

The meeting considered the Annual Governance Statement and agreed that the following summarised matters could all be answered in the affirmative for the year under review, namely

1. the statement of accounts was prepared in accordance with appropriate regulations
2. an adequate system of internal control was maintained
3. there are no matters of actual or potential non-compliance which could have a significant effect on the ability of the council to conduct its affairs
4. there was proper opportunity during the year for the exercise of electors' rights under appropriate regulations

5. a risk assessment has been undertaken
6. an adequate system of internal audit of the council's records was maintained
7. appropriate action has been taken on matters raised in internal and external audit reports
8. the council has considered whether any litigation, liabilities or commitments could have a financial impact on the council

The Annual Governance Statement was accordingly approved by the meeting and Keith Kirby and Cathy Holmes proceeded to sign the Statement as Chair and Clerk respectively.

The Clerk advised that it was necessary for the meeting to approve the accounts for the period ended 31 March 2024. The accounts were duly approved and signed by Keith Kirby and Cathy Holmes as Chairman and Clerk respectively.

The Clerk explained that Parish Councils where the higher of gross income or gross expenditure was £25,000 or less and met qualifying criteria could certify themselves as exempt from a limited assurance review. It was explained that Gisburn PC could qualify for such an exemption and it was accordingly agreed that the appropriate exemption certificate be signed and returned to the external auditors.

The Clerk advised when the period for public inspection of the accounts would be noting that it included the prescribed 10 days in July 2024 and it was accordingly agreed that this period be adopted and publicised as the period for inspection.

PLANNING APPLICATIONS AND MATTERS

None

RECREATION GROUND

Trees

Keith Kirby offered to try and talk to Dave Hewitt about the trees on the Recreation Ground.

Pavilion

It was noted that one of the invoices received for work undertaken on the pavilion had been queried as it did not seem to include work expected.

GISBURN PLAYGROUND

In the absence of Darren Jackson this item was not considered.

HIGHWAYS AND FOOTPATHS

DATE OF NEXT MEETING

Thursday 18 July 2024 at 7.00 pm

