

**Minutes of an Extra Ordinary Meeting of Stanford Dingley Parish Council held on
Tuesday 18th June 2024 at 6.30pm in the Club Room, Stanford Dingley.**

Present: Cllr. S. Logan (Vice Chairman); Cllr. A. Bucknell; Cllr. H. Fullerton; Cllr. T. Rudd; Mrs. H. Pratt (Clerk).

No members of the public.

1 **Apologies.**

Apologies of absence were received from Cllr. Hanrahan.

2 **Respect to the late Peter Trentham.**

The meeting began with a minutes silence for the late Peter Trentham, former councillor and chairman of SDPC, who died on Friday 14th June.

3 **Declaration of Interests.**

3.1 **Updates to the Register of Interests.**

There were no updates to the Register of Interests.

3.2 **Declarations of Interest in Agenda Items.**

There were no declarations of interest in any agenda items.

4 **To consider the Internal Audit Report.**

The internal auditor raised the following points:

- SDPC must move to online banking.
- Reserves should be reviewed in 2024/25 and consideration be given to ear marking funds where appropriate.
- The Clerk's contract must be reviewed and the rate of pay brought up to date. This is likely to result in a substantial increase in hourly rate, and consideration should be given to moving to the NJC (National Joint Council) payscales.
- The year end bank statement was completed prior to the 31st March, before the year end back statements were available.

5 **The Annual Governance and Accountability Return.**

5.1 **Exemption from External Audit.**

SDPC has both income and expenditure under £25,000, and meets the other criteria required to claim exemption from external audit.

SDPC therefore resolved to claim exemption from external audit.

5.2 **Annual Governance Statement.**

SDPC considered the Annual Governance Statements. It was agreed that SDPC could not answer "yes" to statement 5: "We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required." Whilst SDPC has insurance cover, there was no risk assessment review carried out in the financial year ending 31st March 2024. A risk assessment review was carried out at the SDPC meeting on the 21st May 2024. It was resolved that all other statements had been complied with and Cllr. Logan, as Chairman of the meeting signed the statement.

5.3 **Annual Statement of Accounts.**

It was resolved to approve the annual statement of accounts for FY23/24 and it was signed by Cllr. Logan.

6 **Planning.**

6.1 **24/00910/HOUSE – Willow Cottage.**

Replace existing old conservatory with new tile and glazed single storey extension.

The extension replacing the conservatory will not be visible from the road. It was agreed that SDPC has **no objection** to this application.

6.2 **24/001135/HOUSE – Kingsmead.**

Retrospective application for replacement garage ancillary building.

It was agreed that SDPC has **no objection** to this application.

7 Round Table Comments.

7.1 Vodafone Signal.

The Vodafone signal has deteriorated significantly recently. It is understood that the local 3G signal was turned off three months ago. Cllr. Bucknell will follow up on this matter.

7.2 The Boot.

It is understood that a retrospective planning application is being submitted for the teepee at The Boot.

8 Meeting Closure.

There being no further business, the meeting closed at 6.55pm.

Date of next SDPC meeting:

Ordinary meeting: Tuesday 30th July 2024 at 7.30pm in the Club Room.

AB

Signed:

Date:

DRAFT