

KEMSING PARISH COUNCIL

Clerk's Office, St. Edith Hall, Kemsing, Sevenoaks, Kent, TN15 6NA, Tel : 01732 762841
E-mail: kemsingpc@tiscali.co.uk

Minutes of an extra-ordinary meeting of the Council held online via Zoom on Friday, 31 July 2020 at 11.00 am.

PRESENT: Councillor Mr. D. Bennett (in the Chair)
Councillors Mr. M. Bell, Mr. B. Buttifant [from 11.05am], Mr. C. Connelly,
Mr. P. Dillon, Mr. P. Eaton, Mr. M. Hudson [from 11.03 am], Ms. G. Lloyd,
Mrs. M. Roberts, Dr. P. Walker, Mrs. R. Wedderburn-Day

IN ATTENDANCE: Mrs. Y. Tredoux (Clerk)

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received and approved from Councillor Mrs. J. Chisholm.

2. **DECLARATIONS OF INTERESTS**

There were no declarations of interest received.

3. **MINUTES**

Mr. Bennett proposed:

"That the Council approves the minutes of the meeting held on 18 March 2020, Ref KPC/04/2020".
CARRIED unanimously

Mr. Bennett proposed:

"That the Council approves the minutes of the extra-ordinary meeting held on 27 July 2020, Ref KPC/05/2020".

CARRIED unanimously

4. **BUSINESS REQUIRED BY STATUTE**

(a) Clerk's Report

Mr. Bennett proposed:

"That the Council ratifies the list of delegated actions under Section 101".
CARRIED unanimously

(b) Delegation scheme under Section 101

Mr. Bennett proposed:

"That the Council approves the revised Scheme of Delegation under S101 as circulated".
CARRIED unanimously

(c) Review of Internal Audit

Mr. Bennett proposed:

"That the Council approves the Review of Internal Audit".
CARRIED unanimously

(d) Statement of Internal Control

Mr. Bennett proposed:

"That the Council approves the Statement of Internal Control".
CARRIED unanimously

11.03 am {Mr. Hudson joined the meeting}

(e) Independent Internal Auditors' Report for the Year ended 31st March 2020

Mr. Bennett proposed:

"That the Council notes the Internal Auditors' Report, and agrees with all the recommendation made in the Report".

CARRIED unanimously

(f) Annual Return for Audit Commission – Annual Governance Statement

The Annual Governance Statement 2019/2020, having been previously circulated, were noted and considered.

Mr. Bennett proposed:

“That the Parish Council approves “yes” answers to Questions 1 to 9 of the Governance Statement for the accounts ending 31st March 2020, as circulated.”

CARRIED unanimously

11.05 am {Mr. Buttifant joined the meeting}

(g) Statement of Accounts for the Year ended 31st March 2020

(i) The draft statement of accounts for the year ending 31 March 2020 was considered by the meeting as a whole.

(ii) Mr. Bennett proposed:

“That the Parish Council approves the Accounting Statement for the year ending 31st March 2020 as circulated”.

CARRIED unanimously

(iii) The Accounting Statements would be signed by the Chairman and the Clerk.

(h) Notice of Appointment of date for the Exercise of Electors’ rights for viewing the accounts for the year ended 31st March 2020

The notices would be displayed on the Parish Council’s notice boards in accordance with the Audit Commission Act 1998, Sections 15 and 16 and The Accounts and Audit (England) Regulations 2011 (SI 2011 NO 817).

(i) Appointment of Internal Auditor for the ensuing financial Year ending 31st March 2021

Mr. Bennett proposed:

“That the Council appoints Mrs. R. Banister as Internal Auditor for the Financial Year 2020/2021”.

CARRIED unanimously

5. FINANCIAL MATTERS

Donations and Subscriptions

Members considered a request for a financial donation from the founder of the Sevenoaks Lockdown Larder. Some Members expressed concern that this is not a registered Charity and that other local registered Charities provided support for people in need for basic supplies. Other Members expressed support for the scheme.

Mrs. Wedderburn-Day proposed, seconded by Mr. Bell:

“That the Council makes a financial donation of £50 to the Sevenoaks Lockdown Larder”.

Mr. Hudson proposed the following amendment to the above proposal, seconded by Mrs.

Wedderburn-Day:

“That the Council makes a donation of £200 to the Sevenoaks Lockdown Larder”.

The amended proposal fell with 5 in favour and 7 against

Mr. Bennett proposed a clarification to the original proposal to which the proposer and seconder agreed:

“That the Council makes a financial donation of £50 under Section 137 of the LGA 1972 to the Sevenoaks Lockdown Larder provided the organisation has a bank account in that name”.

CARRIED 9 in favour, 2 against

6. DATE OF NEXT MEETING

The next ordinary meeting of the Council will take place on Wednesday, 19 August 2020 at 10am.

The meeting closed at 11.22 am.

Signed by Chairman :

Date :