

**MINUTES of an Extra-ordinary MEETING of  
BRINGTON and MOLESWORTH PARISH COUNCIL  
held on 5<sup>th</sup> June, 2017 in St. LEONARDS HALL, BRINGTON at 6.00pm.**

**Present:** Cllrs. Vanessa Littleboy (Chair), Paul Naples (Vice Chair/RFO), Rupinder Innes.

Cllr. R. Innes Acting as Chair      Temporary Clerk/Notetaker - Cllr. Littleboy

**Ex. 1. 6/17      Apologies for non attendance:**

There were none.

**Ex. 2. 6/27      To Discuss the Internal Audit:**

Mr. Geoff Burn had conducted the audit and drawn attention to two sections.

**Ex. 2.1. 6/17      Risk Assessment:**

It was commented on that this was not minuted as approved and currently in progress.

**Ex. 2.2. 6/17      Cross Referencing**

There were suggestions that some points should in future be dated and cross referenced to Parish Council meeting minutes.

**Ex. 3. 6/17      Approval of Internal Audit Report:**

Comments having been noted it was proposed by Cllr. Naples and seconded by Cllr. Innes to approve the report. All in agreement and signed by Cllr. R. Innes.

**Ex. 4. 6/17      Approve Annual Governance Statement 2016/17:**

It was proposed by Cllr. Naples and seconded by Cllr. Innes to approve this Statement. All in agreement and signed by Cllr. Innes acting as Chair and Cllr. Littleboy acting as Clerk in this meeting.

**Ex. 5. 6/17      Approval of Accounting Statements 2016/17:**

It was proposed by Cllr. Naples and seconded by Cllr. Innes to approve these statements. All in agreement and signed by Cllr. P. Naples as R.F.O and Cllr. R. Innes as Acting Chair for this meeting.

**Ex.6. 6/17      Notice of Public Rights and Publication of Unaudited Annual Return:**

The notice was completed, dated 5<sup>th</sup> June, 2017 and signed by Cllr. P Naples. To be placed immediately on the website and both villages Parish Council Notice Boards for Public Inspection between the dates 6<sup>th</sup> June and 17<sup>th</sup> July, 2017 either at the home of Cllr. Naples or alternatively at the home of Cllr. Littleboy whilst Cllr. Naples was away on holiday.

**There being no other business the meeting closed at 6.24pm**

Vanessa Littleboy. These minutes are considered draft until approved at the next Parish Council meeting.