

SOMERTON PARISH COUNCIL

FINAL Minutes of the Extraordinary MEETING OF THE PARISH COUNCIL meeting held on 19th June 2023 at The Village Hall, Cottage Road, Somerton at 7.00pm.

Present: Cllrs J Clift, D Crane, K King, R Starling, R Walters (Chair).

Clerk: None

No members of the public were present.

1 Apologies

To consider and approve apologies for absence – Cllr D. Shuker

2 Declarations of Interest

None

3 Public Speaking - NA

4 Minutes from Previous Meeting

The full Council minutes dated 9th May 2023 were AGREED with no amendments.

5 Annual Governance and Accountability Return (AGAR) – update

Cllr Walters advised the meeting that PKF Littlejohn (Statutory auditor) has issued the following response following a request to extend the deadline for submission of the accounts

“Whilst we can confirm that we have extended the submission deadline to 31 July 2023, please note that we do not have any powers to amend statutory deadlines, including the statutory approval deadline of 30 June 2023. Unfortunately, if the Authority is unable to meet before the end of June to approve its AGAR, it would not have met its statutory requirements for this year. Should an AGAR Form 3/3PM be submitted for review that has been approved later than 30 June 2023 we will be required to report on the missed statutory deadline within our review. We would recommend holding an extraordinary meeting to meet statutory approval and publication deadlines. Please also note that we are not able to extend submission deadlines beyond 31 July. Should we not be in receipt of a submission by 31 July, reminder emails will be issued which will incur a charge of £40 plus VAT.”

Cllr Walters advised the meeting that he would endeavour to submit the accounts to the internal auditor (Mr Balls) in time for approval at the next meeting (4th July), however if not, the new Clerk would be asked to do this. In this case, an extraordinary meeting would have to be held in July in order to approve the accounts before the end of July.

6 Resignation of Clerk

Cllr Walters advised the meeting that the Clerk, Ms Clare Roullier had resigned her post, with her last working day being Tuesday 13th June 2023.

7 Contractual Terms for new Clerk

- 7.1 It was AGREED to approve the Staffing Committee’s recommendation to keep the same terms and condition of the Clerk contract for a new Clerk.

8 Motion to exclude the public from the meeting was AGREED

It was AGREED to approve the Staffing Committee’s recommendation to offer the Clerk position to Nicola Ledain, subject to references. Cllrs Crane and Starling abstained on the basis that as they had not met the applicant they could not form a judgement.

The meeting was closed at 19:40.

9 Date of next meeting:

Tuesday July 4th at 7pm, Village Hall – PARISH COUNCIL Meeting.