

**Notes of the AGAR Meeting of
Harmston Parish Council**

**held via Zoom (due to Covid-19 Restrictions)
on Tuesday 28th July 2020 at 7.30 pm**

PRESENT: Cllr M Jones (Chair), Cllr I Edgar (Vice-Chair), Cllr P Wallace, Cllr M Shepherd
Also present: Helen Jones (Clerk/RFO)

ACTION

1 APOLOGIES AND REASON FOR ABSENCE
Apologies from Cllr B Hamilton were accepted

2 DECLARATIONS OF INTEREST ON ANY ITEM ON THE AGENDA
None were received

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a) Report from the Auditor
The Auditor has signed off the AGAR and end of year accounts, she did however have some observations about some working practises for the future. It was agreed that this be added to the agenda of the next meeting.
The Clerk stated how useful the process had been. The Auditor charged £40 which has been paid from the Petty Cash.
As everything had been approved by the internal Auditor Cllr M Jones as Chair, and H Jones as Clerk and RFO were happy to sign the documents once they had been approved by the PC.

b) Section 1 of the AGAR
As all of the accounts and AGAR documents had been sent to the PC before the meeting giving everyone time to digest and consider them, Cllr M Jones went through each section briefly.
Cllr I Edgar proposed, and Cllr P Wallace seconded that **Section 1 of the AGAR be approved - this was unanimously agreed.**

c) Section 2 of the AGAR
Cllr P Wallace proposed, and Cllr M Shepherd seconded that **Section 2 of the AGAR be approved - this was unanimously agreed.**

The Certificate of Exemption
Cllr M Shepherd proposed, and Cllr I Edgar seconded that **The Certificate of Exemption be approved - this was unanimously agreed.**

Cllr M Jones and Clerk/RFO signed and dated the Annual Governance Statement and Certificate of Exemption. Cllr M Jones signed the Accounting Statements.

RFO set the date for the exercise of public rights as: Tuesday 25th August 2020

Clerk will send the certificate of Exemption to the External Auditor and publish the appropriate documents on the HPC website and noticeboards.
There has been a new accounts spreadsheet created for 202-2021 and this will be shared every two months before each PC meeting.

HJ

4	<u>DATE FOR NEXT MEETING</u> The next meeting will be Tuesday 22 nd September 2020, 7:30pm. Location, or use of zoom tbc based upon most current Covid-19 Government Guidelines	HJ
	There being no further business the Chair closed the meeting at 7.55pm	

Chair.....

Date.....