Minutes of the Meeting of Thornham Parish Council held on Friday 28 June 2019 at 8.00pm at the Village Hall, Thornham.

Present:	Cllr A Needham	Cllr A Chesterman (Vice)	Cllr I Barratt
	Cllr S Grief	Cllr E Bett	Cllr B Gulliver

Also present: The Clerk

1. To receive and consider apologies for absence:
It was resolved to accept the apologies from Cllr C Venes.

2 To receive Declarations of Interest
Cllr Needham & Cllr Barratt gave a personal interest in anything concerning Thornham United Charities. Cllr Gulliver and Cllr Grief gave a personal interest in anything concerning the Neighbourhood Plan.

3. End of Year Accounts

a) Audit Form AGAR
Cllr Chesterman explained that the form was ready to be sent off to the External Auditor once the Council had gone through and agreed Annual Governance Statement. Cllr Chesterman read through and marked the form accordingly. With everyone in agreement Cllr Chesterman signed the AGAR form.

b) Asset Register
It was resolved for the Asset Register to be reviewed by the Finance and Staffing Committee by the end of September to be agreed at Full Council.

c) Internal Audit
This had been returned back from the Internal Auditor, one item lapsed with the change of Councillors and new accounts package was the lack of report in the minutes. The accounts were looked at in detail at working group meetings and then not discussed at Full Council. This to be addressed going forward with quarterly Full Council Account Reports coming back.

4 Items for Next Agenda
Accounts from April to June.

5. Date, & Place of next meeting.
Parish Council Meeting Wednesday 10 July 2019 at the Village Hall, High Street at 7.00pm.

With no further business the meeting closed at 8.24pm.

Signed:…… Chair Date: ……

These minutes are unconfirmed until approved by full Council and signed by the Chairman