

Minutes of the Annual meeting of Bilsington Parish Council held at Bilsington Village Hall on Thursday 16th May 2019 at 7.20pm.

Present: Councillors M Bilham, S Carrington, R Corbett, and S Hudson.

In attendance: Peter Setterfield PSLCC, Parish Clerk and Responsible Financial Officer.

680. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office:

Proposed by Councillor S Carrington

Seconded by Councillor R Corbett and there being no further nominations

Resolved: to appoint Councillor S Hudson as Chairman of the Council, Declaration of Acceptance of Office duly completed.

681. To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office:

Proposed by Councillor S Hudson

Seconded by Councillor M Bilham and there being no further nominations

Resolved: to appoint Councillor S Carrington as Vice Chairman, Declaration of Acceptance of Office duly completed.

682. To receive apologies for absence:

Councillor R Thompson (business)

683. To receive any declarations of interest from Members:

There were no declarations of interest.

684. Minutes:

The minutes of the Parish Council meeting held on 28th March 2019, were submitted, agreed as a true record and signed by the Chairman.

685. Finance:

Schedule of payments:

Date	Chq no	Payee	Amount
16/5/19	759 & 760	Staff costs	£245.36
16/5/19	761 & 762	Staff costs	£258.94
16/5/19	763	Clerks expenses	£19.40
16/5/19	764	Kent Assoc Local Councils	£179.88

Resolved: to authorise payment of the items on the schedule.

686. Village Hall:

The Parish Council is asked to nominate one of its members to attend meetings of the Village Hall Committee as the Parish Council's representative and to report back to the Parish Council at its meetings.

687. **Planning Matters:**
There were no planning applications.
688. **Asset Register:**
Report BPC/19/01 attaches the asset register as at 31st March 2019.
- Resolved:**
1. To receive and note **Report BPC/19/01**
 2. To receive and note the **Asset register as at 31st March 2019.**
689. **Report of the Independent Internal Auditor:**
Report BPC/19/02 encloses the report of the Independent Internal Auditor who has been asked to complete the Annual Internal Audit Report Section of the Annual Governance and Accountability Return to the Council's external auditor PKF Littlejohn LLP.
- Resolved:**
1. To receive and note **Report BPC/19/02.**
 2. To receive and endorse the **report of the Independent Internal Auditor.**
690. **Statement on Internal Control for the year ended 31 March 2019 – Annual Governance Statement:**
Report BPC/19/03 details the Statement on Internal Control to support the Annual Governance Statement required as part of the Annual Governance and Accountability Return for the year ended 31 March 2019.
- Resolved:**
1. To receive and note **Report BPC/19/03.**
 2. To approve and endorse the **Statement on Internal Control for the year ended 31 March 2019.**
 3. To authorise the **Chairman of the Parish Council to sign the Statement of Internal Control for the year ended 31 March 2019.**
 4. To respond 'Yes' in boxes 1 to 8 of the Annual Governance Statement at Section 1 of the Annual Return subject to adoption of **Report BPC/19/03** which relates specifically to **Box 6.**
 5. To authorise the **Chairman of the Parish Council to sign the Annual Governance Statement.**
691. **Statement of Accounts for the year ended 31 March 2019:**
Report BPC/19/04 attaches the Statement of Accounts for 2018/19.
- Resolved:**
1. To receive and note **Report BPC/19/04.**
 2. To approve and endorse the **Annual Governance Statement at Section 2 of the Annual Return for the year ended 31 March 2019.**

3. To approve and endorse the Statement of Accounts at Section 2 of the Annual Return for the year ended 31 March 2019.
4. To authorise the Chairman of the Parish Council to sign the Accounts contained within the Annual Return for 2018/19 and the Annual Governance Statement.

692. General Power of Competence:

Report BPC/19/05 as 2019 is an election year for the Parish Council it is required to renew its resolution to continue to benefit from the General Power of Competence.

Resolved:

1. To receive and note Report BPC/19/05
2. The Parish Council resolves from 16 May 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

693. Schedule of meeting dates:

Resolved: the meeting dates for 2019/20 being 18th July 2019, 12th September 2019, 28th November 2019, 16th January 2020, 26th March 2020 and 28th May 2020.

694. Exclusion of the Public:

Resolved: That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

695. Code of conduct complaint:

Resolved: the Parish Council recently elected wish to continue with the complaint referred to in minute 679.