

TESTON PARISH COUNCIL

Minutes of Meeting of Teston Parish Council held on 25 June 2024 at
7.30pm in Teston Village Hall

Present: Cllr Peter Coulling (Chairman) and Councillors Christopher Douglass (Vice-Chairman), Ben Merchant, Robin Owens, and Mrs Nina Wheat

In Attendance – Neil Harris (Clerk)

Members of the Public Present - 0

The Chairman drew attention to the Parish Council's Standing Orders on the Photographing, Recording, Filming or Broadcasting of Teston Parish Council Meetings. No intention to record the meeting was declared.

1. Apologies for Absence:

Apologies for Absence was received from Councillor Robert Ayling

2. Declarations of Interest

In the interests of transparency, all Parish Councillors declared an interest in any items referring to

- (a) Ash Tree Corner, Courtlands Verge, and the Allotments, as the Parish Council owns the land;
- (b) the Village Green and Village Hall as Custodian Trustees;
- (c) Teston Land Conservation Trust Matters as they are Trustees;
- (d) Teston Village Stores CIC as they are Directors of the CIC;
- (e) Cllr Douglass and Cllr Mrs Wheat declared an interest as members of Teston Village Hall Management Committee; and
- (f) Cllr Ms Burgon declared an interest as a member of Barming with Teston PCC.

Dispensations having been granted in respect of (a) to (e)

3. Minutes

It was **Agreed** that the minutes of the meeting held on 14 May 2024 be deferred until the next meeting of the Council.

7. AGAR 2023/24

The Council considered the following papers relating to the AGAR 23/24 as submitted to the Council by the Clerk

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1. AGAR Internal Audit form as prepared by the Internal Auditor
2. Annual Governance Statement
3. Accounting Statement
4. Variances Form
5. Bank Reconciliation
6. The Chairman's proposed response to the Internal Audit Report

It was **Agreed**

- (1)that all of the above documents as submitted to the Council be approved for submission to the External Auditor with the responses in the Annual Governance Statement being Yes with the exception of Assertions 2, 4 and 5 which will be No;
- (2)that the Council will use the excel spreadsheet, developed by the Chairman, for compiling the accounts, preparing bank reconciliations, VAT submissions, and the AGAR and that no further action be taken in respect of the accounting package as the excel spreadsheet is suitable for the Council;
- (3)that no action be taken in respect of the introduction of online banking;
- (4)that the VAT return for last year be submitted at the earliest opportunity;
- (5)that bank reconciliations be provided at each regular meeting for approval by the Council; and
- (6)that an annual review of the accounts be undertaken by Councillors Nina Wheat and Robin Owens.

There being no further business the meeting ended at 8.35pm

Date of next meeting: 7.30pm on 16 July at Teston Village Hall