



# Lydden Parish Council

Minutes of the Parish Council Meeting held on Thursday, 20<sup>th</sup> June 2024  
at 7.30 pm in Lydden Village Hall

**Present:** Lydden Parish Councillors: R Booth (Chairman), M Cregeen (Vice Chairman), B Collins, S Fuller,  
**In Attendance:** Irene Bowie (Parish Clerk)

## 1. Apologies.

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 75(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.  
Apologies were received and the reasons given were accepted from Councillors P Collins, L Smith and W Smith.
- 1.2 Declaration of Changes to the Register of Interests. There were none.
- 1.3 To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. There were none
- 1.4 Requests for Dispensations.
- 1.5 Declarations of Lobbying.

## 2. Public comments and observations. (Maximum 15 minutes)

**The meeting will be adjourned to allow members of the public to speak. Individuals may speak for up to three minutes, at the discretion of the Chairman, on agenda items only. The minute book will be closed.**

## 3. Minutes of the Parish Council Meeting

To resolve that, the minutes of the Parish Council Meeting held on the 13th of June 2024 are to be taken as read, confirmed as a correct record, and signed by the Chairman. Deferred to the July Meeting.

## 4. Finance:

- 4.1 To receive and consider the updated Financial Regulations 2024.  
Deferred to the 11<sup>th</sup> July 2024 meeting.
- 4.2 To consider a Policy and Statement of Internal Control.  
**RESOLVED: To adopt the policy and statement of Internal Control**
- 4.3 To consider a Grants Policy.  
**RESOLVED : To adopt the Grants Policy**

## 5. To receive the Annual Governance and Accountability Return (AGAR) for the financial year ended 31st March 2024

- 5.1 Accounts for Approval
  - 5.1.1 To receive the 2023/24 Accounts
  - 5.1.2 To review the 2023/24 spend vs budget
  - 5.1.3 To receive the Financial Report for 2023/24
- 5.2 To receive and note the Annual Internal Audit Report  
**RESOLVED: The Annual Internal Audit Report was received and accepted.**
- 5.3 To receive and approve the Annual Governance Statement (Section 1)  
The parish council considered and approved the Annual Governance Statement for the year ending 31st March 2024.  
**RESOLVED: The Chairman and the Clerk signed the Annual Governance Statement**
- 5.4 To receive and approve the AGAR Accounting Statements (Section 2)  
The parish council considered and approved the Accounting Statement for the year ending 31st March 2024.  
**RESOLVED that the Chairman and the Clerk signed the Accounting Statement.**
- 5.5 To receive and approve the AGAR for 2023/24.  
**RESOLVED: The AGAR for the year ending 31<sup>st</sup> March 2024 was accepted.**

5.6 **To approve the Certificate of Exemption:  
RESOLVED that the Chairman and the Clerk would sign the Certificate of Exemption.**

6. Consideration of items to be taken in private (Exclusion of Public and Press):  
There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the Data Protection Act and to consider complaints against the council or a code of conduct complaint.

**Meeting Dates for 2024 :** 11th July, 5th September, 3rd October, 7th November.

**These minutes are not a verbatim record of the meeting but a record of resolutions made at the meeting.**

**There being no further business to be transacted, the Chairman closed the meeting at 9.00 pm**

**Signed on behalf of the Parish Council**

**Signature:**

**Date:**

**Chairman: Ryan Booth**