



**MINUTES OF THE MEETING OF THE PARISH COUNCIL
TO CONSIDER YAXHAM PARISH CHARITY BUSINESS,
HELD IN THE DAVID MYHILL ROOM, YAXHAM VILLAGE HALL
At 7.00pm on Thursday 20th June 2019**

Present: Cllrs Martin (Chairman), Oechsle (Vice-Chairman), Whadcoat, Gust, Lowings, Couves and Cheetham. **In attendance:** Mrs V Turner (Clerk) and 7 members of the public.

1.0 Chairman's Opening Remarks

The Chairman welcomed his fellow Councillors, the Clerk, and members of the Public.

2.0 Apologies None – all present.

3.0 Declarations of Interest – Cllr Gust declared his interest in the YVAA to be discussed under Item 6.2. This Declaration was **NOTED**.

4.0 Public Session - No comments were tendered from the public in attendance.

5.0 Minutes of the Previous Meeting

5.1 The minutes of the meeting held on 25th April 2019 were read for accuracy; it was noted that a typographical error had been made on Item 5.2 which should be amended to read **£22,280.20** as opposed to the incorrect figure of **£228,000.00**. Subject to this amendment, the Minutes were unanimously **AGREED** as an accurate record and signed by the Chairman.

5.2 Matters arising from the previous meeting – Nothing raised for discussion.

6.0 Finance

6.1 To consider the Financial Report including the latest bank reconciliations – Cllr Martin confirmed that the previous Financial Report presented at the meeting on 25th April 2019 was still current, there being no further transactions since this date.

6.2 To consider and agree the payment of Grant to YVAA for the Village Hall Refurbishment Project

It was **AGREED** that Cllr Gust should not contribute to these discussions and abstain from any vote that might be held.

The Chairman confirmed that documentation validating YVAA compliance with the terms and conditions of the Grant had been circulated to Cllrs prior to the meeting. The first Project Plan Meeting had been held earlier in the week and the Chairman requested that the YVAA provide a copy of the Project Plan to the Council, and subsequent editions, on a quarterly basis. Having satisfied all criteria for the grant, the Chairman **PROPOSED** Yaxham Parish Charity grant the sum of £22,280.20, pursuant to all conditions, to the YVAA; this was **SECONDED** by Cllr Whadcoat. The proposal was unanimously **AGREED**.

6.3 To consider auditing arrangements for the draft Charity Accounts for 2018/19

Cllr Martin explained that the Internal Auditor had felt insufficiently qualified to audit the Charity Accounts – considering the Audit deadline of 31.01.2020, it was **AGREED** that identification of an alternative Auditor be deferred to the next meeting.

7.0 To consider any current submitted grant applications None received.

8.0 To note any other items for inclusion on the Agenda for the next meeting

Appointment of Auditor for the Year End Accounts of the Yaxham Parish Charity.

10.0 Date of Next Meeting

The next meeting will be held on Thursday 26th September 2019 at 7.00pm.

There being no other business, the meeting closed at 7.18pm.