



MAWDESLEY PARISH COUNCIL

Minutes of the Parish Meeting held on Tuesday 11th June 2024 at Mawdesley Village Hall

Participants: Cllr L Causer (Chair), Cllr M Worthington (Vice Chair), Cllr G Green, Cllr S Boardman, Cllr M Henty, Cllr J Hogg, Trish Grimshaw (Clerk/RFO) and Peter Boardman (Lengthsman).

1. **Apologies for Absence** – Cllr G Worthington

2. **Declarations of Interest and Dispensations**

- a. To receive declarations of interest from Councillors in relation to items on the agenda
- b. To receive written requests for dispensations for disclosable pecuniary interests
- c. To grant any requests for dispensation as appropriate

None

3. **To approve the AGAR timetable.** It was resolved to approve the AGAR timetable (previously distributed) proposed by the Chairman and seconded by Cllr Causer as follows:

Timetable for 2023/24 AGAR completion, approval, and submission is:

Between 01/04/24 and 30/06/24 (completed) 2023/24 Accounting Statements prepared and signed by Clerk/RFO. Documentation to internal audit, to include draft/unapproved Annual Return documentation and draft 2024 Accounting Statements.

11/06/23 Meeting: Approval of Internal Auditors report; Annual Governance Statement (Section 1) to be approved, Accounting Statements (Section 2) to be approved. Following approval, the Chair and Clerk of the meeting sign the Annual Governance Statement and the Chair signs the Accounting Statements.

Before 01/07/24 MPC publishes on website:

- a) the Annual Internal Audit Report (recommended but not mandatory).
- b) the Annual Governance Statement.
- c) the Accounting Statements.
- d) a declaration that the accounts are yet unaudited.
- e) details of the arrangements for the exercise of public rights.
- f) the name and address of the External Auditor. 17/06/24 to 26/07/24: Public rights 30 working days. Notices and documents on MPC noticeboards.

Between 30/04/24 and 30/06/24 MPC sends to the PKF Littlejohn (External Auditor):

- a) the Annual Internal MAWDESLEY PARISH COUNCIL Page 4 of 7 Audit Report.
- b) the Annual Governance Statement.

- c) the Accounting Statements.
- d) an analysis of any significant year on year variances.
- e) a bank reconciliation as of 31 March 2024;
- f) details of the arrangements for the exercise of public rights; and g) any other information that the auditor has specifically requested.

4. **To receive and approve the Internal Auditors report for 2023/24.** *It was resolved to approve the internal auditors report (previously distributed).*
5. **To approve Section 1 Annual Governance Statement 2023/24 and Section 2 Accounting Statements 2023/24 being part of the Annual Governance and Accountability Return 2023/24 (enclosed) and authorise the Chairman and Clerk/RFO to sign them on behalf of Mawdesley Parish Council.** *It was resolved to approve Section 1 and Section 2 which were duly signed by the Chair and Clerk/RFO.*
6. **To confirm the accounts will be available for public inspection for a period of 30 working days (Monday to Friday) for the period Monday 17th June to 26th July 2024.** *It was resolved to approve the dates for public inspection as 17th June to 26th July 2024.*
7. **To receive a quotation for the supply of solar for proposed timber cabin on Moss Fields and decide if this project should go ahead.** *The project was agreed in principle. It was ratified to obtain further quotations a) to supply solar b) to erect the timber building and check with the insurance company regarding the placing solar panels on the container. The Clerk to speak to Martin Trengove re how many batteries they have and their current usage.*
8. **Planning Matters** - to discuss and decide a response (if applicable) to planning applications including those received after the agenda is published.

Proposal: Section 73 application for the variation of condition no. 3 (approved plans) architectural design and house type of proposed dwelling, ref: 19/00335/FUL (Erection of dwellinghouse following demolition of existing buildings (re-submission of 18/00708/FUL)

Location: Jay Bank House Jay Bank Mawdesley Ormskirk L40 3TR

Reference: 24/00416/FUL

Parish Councillors Decision – no objection (Cllr Boardman could not comment)

There being no further business the meeting closed at 20.10

Signed ... L Causer.....

Cllr L Causer, Chair

Dated09.07.24.....

Clerk/RFO: Trish Grimshaw, E mail: clerk@mawdesleyparishcouncil.org.uk