

CLAYDON WITH CLATTERCOTE PARISH COUNCIL

Minutes of an extraordinary meeting of the Parish Council held on Wednesday 29th Jun 2016 at 6 pm in the Church Room, Claydon.

Present: David Hill (Chairman), Jenny Jones, Robert Jones (Vice Chairman), Richard Millward, Kirsty Buttle (Clerk).

1. Apologies for absence – Apologies were received from Cllr Anne Hoggins.
2. Members declarations of interest for items on the agenda – None.
3. Proposal to write off payment made in Mar 15 of £42.00 to OALC who have not cashed the cheque and do not require another cheque at this point. If a payment is requested in future the council agree to reissue – Proposed and agreed.
4. To complete and approve the annual governance statement for the 15/16 audit – The annual governance statement was completed and duly signed.
5. To complete and approve the accounting statements for the 15/16 audit – The accounting statements were proposed, agreed and duly signed.
6. Proposal to set up online banking in order to make BACS payments. This will require the clerk to be added to the list of signatories in order for the clerk to set up the payments – Proposed and agreed.
7. To approve the following payments: Proposed and agreed.

Kirsty Buttle	Salary May and June and expenses	£211.78
HMRC	Tax May and June	£46.00

8. Next meeting of the Parish Council – Tuesday 12 July 2016 at 7.00 pm.