

ATHERSTONE TOWN COUNCIL

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| DOCUMENT | MINUTES OF THE TOWN COUNCIL MEETING |
| VENUE | Town Council Chamber, North Street |
| DATE AND TIME | Wednesday 17 th June 2009 7.00pm |
| ATTENDANCE | Cllrs: Wright, Hopkins, Freer, Chambers, Singh, Clews, Jarvis, Vickers, Barker, Singh, Shaw, Peat, Sweet, Macchi. |
| APOLOGIES | Cllrs M Davis, G Davis |
| IN ATTENDANCE | None. |
| CHAIRMAN | Cllr Jarvis |
| CLERK | G Day |

| Item | | Actions | Notes |
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| 1. | APOLOGIES There were no apologies | | |
| 2. | DECLARATIONS OF INTEREST To be taken as and when. | | |
| 3. | PUBLIC SESSION Cllr Shaw raised the matter of excessive noise at the Angel Inn and extremely bad language, into the early hours of the morning, over the weekend. He stated that at any future discussion on the matter he would have to declare a prejudicial interest as he lived nearby. A discussion took place regarding what would have been allowed on the temporary events license, what was the responsibility of the Police, NWBC do not have a 24hour service for noise nuisance. It was agreed to put this matter on licensing at the next Planning meeting. Cllr Macchi stated that the recent occasion when Police did not have a unit able to react to an incident in the Sheepy Road car park when called by the CCTV operators was not acceptable. | | |
| 4. | REVIEW OF ASSET REGISTER The clerk presented an updated register which he had compiled in conjunction with the internal auditor, and included reference to the CCTV cameras with the costs of the newer ones being quoted. Cllr Shaw explained that the Common Rights shares were owned by the Town Council from the property formerly used as council offices in the Market Square, which had been sold a number of years ago. It was resolved to accept the asset register and to review it regularly as advised by the internal auditor. Proposed Cllr Barker, seconded Cllr Vickers. | | |
| 5. | ACCEPTANCE OF STATEMENT OF ACCOUNTS (section 1) It was resolved to accept section 1. Proposed Cllr Barker, seconded Cllr Vickers. It was signed and dated by the Chair and Clerk Cllr Shaw asked the clerk to investigate whether NWBC ever paid the rent of £1 per year for use of the CCTV ducting . | | |

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| 6. | <p>ACCEPTANCE OF ANNUAL GOVERNANCE STATEMENT (section 2)</p> <p>The annual governance statement was answered. It was resolved to accept it. Proposed Cllr Barker, seconded Cllr Wright. Cllr Shaw stated that the Council used to have an involvement with some trusts and asked the clerk to investigate how this had stopped.</p> | | |
| 7. | <p>ACCEPTANCE OF INTERNAL AUDIT AND REVIEW OF FINDINGS</p> <p>The report from the internal auditor was read by the members. It was resolved that the following recommendations be implemented: Fixed asset register reviewed regularly. Clerk to sign cheque counterfoils prior to being signed by councillors. Budget monitoring will be carried quarterly. Minutes and monthly spend will be sent to the internal auditor throughout the year. Proposed Cllr Barker, seconded Cllr Freer. Cllr Shaw inquired how cash was moved around the accounts, the clerk replied that he had access via online banking to move between accounts, with cash in the current account being kept as low as possible to cover cheques signed.</p> | | |
| 8. | <p>EFFECTIVENESS OF INTERNAL AUDIT.</p> <p>A discussion took place regarding the Council's practices regarding its accounting records internal audit and controls. It was resolved that the Town Council maintained, in accordance with proper practices, an adequate and effective system of internal audit of its accounting records, and system of internal control. Proposed Cllr Barker, seconded Cllr Peat.</p> | | |
| 9. | <p>ACCEPTANCE OF COMPLETED ANNUAL RETURN</p> <p>It was resolved that the completed return was now accepted and should be forwarded to the external auditor with any other required information. Proposed Cllr Barker, seconded Cllr Vickers.</p> | | |
| | <p>The meeting closed at 7.50pm.</p> | | |

Signed

Chairman of Atherstone Town Council.