

Dawlish Town Council

Minutes of a Meeting of the
Town Council

Held at The Manor House, Dawlish on
Thursday, 28 June 2018

Present:

Councillors Mayne (Mayor), Foden (Deputy Mayor), Almond, Bloomfield, Clemens, Goodman-Bradbury, Lowther, Nickless, Robins, Tamlyn, Taylor and Wrigley.

In attendance:

Andrew McKenzie (Town Clerk), Yola Mitchell (Finance Officer). There were no members of the public.

Declarations of Interest:

There were no declarations of interest.

Urgent Items

None.

The following minutes will be considered for approval at the next meeting of the Town Council and may be subject to change until that time.

31 APOLOGIES

Apologies were received from Councillors A. Fenne, G. Fenne, Mawhood and Prowse.

Resolved that the apologies be noted.

32 DECLARATIONS OF INTEREST

There were none.

33 REQUESTS FOR DISPENSATIONS

There were none.

34 DEVON AND CORNWALL POLICE

No report received.

35 MINUTES

Members considered the minutes of the previous meeting.

Resolved that the minutes of the Town Council meeting held on 6 June 2018 be approved.

36 MINUTES OF COMMITTEES FOR ADOPTION

Resolved that the minutes set out below, approved by the relevant Committee and signed by the Chairman as a correct record of the meeting, be adopted:

- Events Committee – 24 April 2018;
- Planning Committee – 31 May 2018.

37 TOWN MAYOR'S ANNOUNCEMENTS

There were none.

38 COUNTY COUNCILLOR'S REPORT

No report received.

39 DISTRICT COUNCILLORS' REPORT

Those Members being District Councillors advised they would report at the next meeting of the Council on 4 July.

40 TOWN COUNCILLORS' REPORTS

Town Councillors advised they would report at the next meeting of the Council on 4 July.

41 NEIGHBOURHOOD PLAN

No update received.

42 FINAL INTERNAL AUDIT REPORT 2017/18

Members considered the report of the Internal Auditor, its conclusions and recommendations.

The Chairman of the Finance & General Purposes Committee thanked the Finance Officer for her assistance with the internal auditor and bringing the audit to a conclusion. He was pleased that many of the recommendations identified in the report were already in hand.

Resolved

That the conclusions and recommendations of the Internal Auditor be noted.

42 ANNUAL ACCOUNTS 2017/18

Consideration was given to the Annual Governance Statement (Section 1 of the Annual Return 2017/18). The Mayor read out each statement and obtained Members' agreement to whether they should be answered 'yes' or 'no'.

The Clerk advised that the Internal Auditor had completed the relevant sections relating to the internal audit and had given positive responses to all but one of the internal control objectives. The negative response was given to *'this authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these'*. The Clerk stated this response had been given due to the Council not reviewing its risk management policy in January / February of 2018. Therefore, when completing the annual governance statement, the Council should answer 'no' to point 5. An explanation of this and the steps taken to mitigate the failure in future had been outlined in the agenda report and Members were content with its reasoning.

Resolved that the Annual Governance Statement (Section 1) 2017/18 be approved and signed by the Chairman of the meeting and Town Clerk.

43 ANNUAL ACCOUNTS 2017/18

Members considered the Accounting Statements (Section 2) of the Annual Return 2017/18.

Resolved that the Accounting Statements 2017/18 be approved and signed by the Chairman of the meeting and signed by the Responsible Finance Officer.

44 FINANCIAL DOCUMENTS

Consideration was given to the Council's Risk Management Policy, Investment Policy and Statement of Internal Control which had been reviewed and updated to reflect the current operating practices of the Town Council.

Resolved that the Council's Risk Management Policy, Investment Policy and Statement of Internal Control be re-adopted.

The Mayor declared the meeting closed at 6.44 p.m.

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Cllr Lisa Mayne
MAYOR OF DAWLISH