

**Minutes of the High Hoyland Parish Meeting – Monday 16<sup>th</sup> May 2016, at the Cherry Tree, High Hoyland**

**Chair:** David Roberts

**Clerk:** Joanna Roberts

**Present:** Marjorie Loy, Lucie Froggatt, Marcus and Joanna Dacre, Ruth Skupski, Vicky Jowett, Malcolm and Margaret Pursey, Peter Johnson, Joan Hall, Ellan Campbell-Swann

**Apologies:** William Jowett

**1. Minutes of the meeting Monday 15<sup>th</sup> February 2016**

The minutes of the meeting of Monday 15<sup>th</sup> February 2016 were read and were agreed to be a true record.

Proposed: Vicky Jowett

Seconded: Marjorie

**2. Matters Arising**

N/A

**3. Report of the Internal Auditor**

The Clerk referred the members of the meeting to the copy of the Annual Internal Audit report 2015/16 which had been distributed at the beginning of the meeting. The Internal Auditor confirmed that he had checked through the accounts and the administrative matters of the Parish Meeting and that no matters had arisen during the audit which needed reporting or referring to on the internal audit page of the Annual Return.

Proposed: Marcus Dacre

Seconded: Lucie Froggatt

**4. Annual governance and accounting statements for 2015/2016**

- a. The Clerk referred the members of the meeting to the copies of the Annual Governance Statement, the Accounting Statement the Annual and the Clerk's notes which had been distributed prior to the meeting. The Meeting confirmed approval of the Annual Governance statement 2015/2016.
- b. The Meeting then confirmed approval of the Accounting Statements for 2015/2016. The acceptance of these documents was duly proposed and accepted by the Meeting.

Proposed: Lucie Froggatt

Seconded: Marcus Dacre

**5. Any other business**

Nothing to report.

**6. Date of next meeting**

Monday 31<sup>st</sup> October 2016 when the agenda will include –

- Financial review and precept planning
- Annual review of the risk assessment

PLEASE NOTE THAT THESE MINUTES ARE IN DRAFT FORM UNTIL AGREED AT THE NEXT PARISH MEETING