

**LEWANNICK PARISH COUNCIL**  
**MINUTES OF AN EXTRAORDINARY MEETING**  
**HELD ON WEDNESDAY 12 JUNE 2019**  
**POLYPHANT COMMUNITY CENTRE**

**ATTENDANCE**

<b>Chairman</b>	Michael White
<b>Vice Chair</b>	Carole Newbery
<b>Councillors</b>	Beth Newbery, John Newbery, Paul Atkinson, Roger Finnimore, David Parnell and Shirley Jasper.

There were members of the public in attendance.

**Safety Information** The Chair announced safety exits.

**Apologies were received from** Barbara Sleep and Claire Tyler

**Public Forum**

Parishioner requested Statutory Recommendations to be moved on our agenda to item one.

**Motion:** Chair proposed 2<sup>nd</sup> JN, unanimously agreed, to move item 5 to item 1.

Parishioners raised their concerns regarding our delay in dealing with letters from the auditors, the falsification of document and review of statutory recommendations. A lengthy and heated debate ensued.

At the request of a parishioner CN read out all of the e-mails which had been received from PKF Littlejohns.

The Chair thanked our Vice Chair for reading out the document.

The Chair explained how monitoring procedures have been put into situ with regular reviews of our governance. Councillors Paul Atkinson and Roger Finnimore confirmed that they were happy to carry out regular internal reviews.

**Motion:** Chair - we respond to the AGAR questions in committee supported by JN all in agreement.

**Annual Return and Accounts 2018/19**

- i) To confirm retrospectively the appointment of our internal auditor. It was proposed by JN 2<sup>nd</sup> RF to appointment Mr R Rowe as our internal auditor. All supported.
- ii) To receive Internal Auditor's report, agree actions and associated expenditure please see minutes dated 24 June 2019.
- iii) To complete the Annual Governance Statements – completed in closed committee.
- iv) To approve the Annual Statement of Accounts and associated papers.

**Motion:** PA proposed 2<sup>nd</sup> CN all in full agreement the Chair sign The Annual Accounting Statement.

(5) **Planning application PA19/04317 – installation of a replacement containerised biomass boiler system. Pen Inney House – Mr J Bailey AMP Clean Energy.**

**Motion:** To support application. Pro JN 2<sup>nd</sup> SJ all in full agreement Clerk contacts Cornwall Council and confirms our support of this application.

The Chairman thanked everyone for their attendance and confirmed we would now go into closed committee in order to review the statutory recommendations.

The council accept the recommendations.

Queries regarding the Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2018.

We accept and apologise that correspondence was not answered. On discussion there is no excuse for this and the council is reviewing procedures and governance of finances and correspondence.

The council confirm that minutes of meetings regarding discussion of the letters received do not reflect the discussion that did take place. As a council we did not adequately minute these meetings or respond to the requests.

External auditor report for 2016/17

It is clear that the external auditor report was altered in 2016/17 and posted on the Lewannick Parish website. We cannot explain how or why this document was altered, however, we concluded that the amendments were made and it was a majority decision that it was done with a lack of understanding of the seriousness of the alterations.

The council will have a review of all procedures and policies to ensure we take every precaution to avoid any further misconceptions in financial governance or any other regulation.

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed.