

**QUENINGTON PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD AT**  
**QUENINGTON VILLAGE HALL**  
**on Thursday 1<sup>st</sup> June 2017**

**Present:** Cllr Michael Scott (Chairman), Cllr Michael Sayer, Cllr Serena Robinson, Cllr John Dooley & Cllr Janet Sallis

**In attendance:** Penny Ibbotson (Clerk).

1. **Apologies for absence:** Apologies were accepted from Cllr Don Downes and Cllr Maurice Denton.
2. **Declaration of Interest on Items on the Agenda:** None declared
3. **To receive report from Internal Auditor:** The Internal Auditor had no comments/actions following his Audit of the accounts.
4. **To approve bank reconciliation for financial year ending 31<sup>st</sup> March 2017:** The reconciliation was approved by all present and signed by the Chairman
5. **To complete and approve Section 1 of the Annual Return (Annual Governance Statement) for financial year ending 31 March 2017:** Section 1 was completed and approved by all present then signed by the Chairman and the Clerk.
6. **To complete and approve Section 2 of the Annual Return (Accounting Statement) for financial year ending 31 March 2017:** The Clerk had circulated the figures for the Annual Return, which had been approved by the Internal Auditor. Variances of greater than 15% compared to last year were explained. Section 2 was approved by all present then signed by the Responsible Finance Officer (Clerk) and the Chairman.
7. **To review accounting information to be sent to the External Auditor:** The information was reviewed and approved.
8. **To review quotes for Quenington Cemetery extension wall:** Only one of the three tenders had been returned by the deadline of 31<sup>st</sup> May. The returned tender was opened and the price recorded, it was agreed to extend the deadline for a further 10 days to allow the other two contractors to return a quote.
9. **Any Other Business:** Parking on the Green has become worse again and damage to the edges is increasing. The grass cutting contractor is to be contacted for advice and the matter discussed at the next meeting. It was suggested that Bromford was contacted for compensation as there has been no action to remove the tree causing problems in the car park.
10. **Date of Next Meeting:** Thursday 13th July 2017

There being no further business, the meeting closed at 8.40pm

\_\_\_\_\_ Chairman \_\_\_\_\_ Date