In accordance with the Local Government Act 1972, Schedule 12 paragraphs 9 and 25

**MINUTES of the EXTRAORDINARY MEETING of MELLOR PARISH COUNCIL**

which took place on 27th June 2024 at Mellor Methodist Church, Mellor Lane

commenced at 7.00pm

Present Cllrs: Ian Flaherty, John Fletcher, Sharon Hughes, Bernard Murtagh Chairman (Acting Clerk), Susan Outhwaite, Robin Walsh, Jennifer Proctor and 1 Member of the Public

|  |  |
| --- | --- |
| 1. | To receive and approve any apologies for absence.  **Apologies were accepted from Cllr Dickinson-Gater** |
| 2. | To receive declarations of pecuniary or personal interest.  **NONE RECEIVED** |
| 3. | To consider and approve the Annual Governance and Accountability Return (AGAR).  3.1 The Chair as Acting Clerk and RFO read out the Internal Audit Report 2024 which had been prepared and signed by Diane Harvey and dated 20th June 2024.  3.2 The Chair as Acting Clerk and RFO read out the Annual Governance Statement 2024 and it was proposed by Cllr JP and seconded by Cllr SO and agreed by Full Council to be accepted and page 4 was duly signed by Bernard Murtagh as the Chairman and further signed in his role as RFO and Acting Clerk dated 27th June 2024.  3.3 The Chair as Acting Clerk and RFO read out Section 2 Accounting Statement 2023/2024. He advised there were Variances from 2023 to 2024  3.3.1 Explanation of Variances Section 2 Point 3 – Total Other receipts  variance explanation 138%  We received LCC Grant £16335 to pay for the Share Energy Bill which should have been received/paid in the previous year 22/23. Delayed claim because the Clerk left, and it was complicated but it was eventually paid.  3.3.2 Explanation of Variances Section 2 Point 4 – Staffing Costs  Variance explanation 51% variation  No Clerk in employ no salary had been paid.  3.3.3 Explanation of Variances Section 2 Point 6 – All Other Payments  Variance explanation 47%  Not much had been spent due to New Cllrs partially no Chair, No Clerk, and unable at the time to progress matters so we haven’t spent much of the Precept from the previous year although it was ring fenced for some projects.  3.3.4 Explanation of Variances Section 2 Point 7 – Balances carried forward.  There was double the precept amount held it has been necessary to complete a reserves sheet. The amounts form part of the budget and three year forecast for enhancements to assets, asset upkeep, grants and new projects to enhance the Parish 24/25/26  3.3.5 Cllr JP proposed Council accept each of the Variances and the reserve amount held. Seconded by Cllr SO and agreed by a unanimous vote.  **Resolved Full Council to accept and page 5 was duly signed by Bernard Murtagh as the Chairman and further signed in his role as RFO and Acting Clerk and dated 27th June 24.** |
| 4. | To approve the Sickness Policy previously circulated to Members.  **It was proposed that the previously circulated Staffing Sickness Policy be adopted by Council by Cllr IF, seconded by Cllr JF and unanimously voted by Council to adopt the Policy on 27th June 24.** |
| 5. | To discuss and approve any actions recommended by the Play Area Committee 2024.  Proposed by Cllr JP to make the application to the REPF Fund in the sum of £44,000 to fund the enhancing of the play area with some new equipment and associated costs. The Play Area Committee 2024 to obtain design ideas and quotations to recommend to Full Council. Seconded by Cllr IF unanimous vote.  **Resolved to make a formal application to the REPF and PA Committee 2024 obtain designs and quotes.** |
| Meeting finished at 7.40 pm.  Mellor Parish Council will next meet on 11th July 2024 at the Methodist Church, Mellor | |