

**MINUTES OF THE SHORT TROWELL PARISH COUNCIL MEETING, HELD IN THE TROWELL PARISH HALL ON TUESDAY 24<sup>TH</sup> MAY 2016.**

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Present: Cllrs. Mrs. P. Cardwell - Chairman, Mrs. L. Harley, Mrs. J. E. Bryant, Mrs. C. McGann, R. McGann, G. Lockwood, P. Singer, Mrs. H. Cumberpatch, Mrs. S. Williams & D Pringle.

Clerk: Mrs. A.K. Mitchell.

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41/16 TO RECEIVE APOLOGIES FOR ABSENCE.  
**HC proposed that apologies be accepted from MB, seconded by SW. All in favour.**

42/16. DECLARATION OF MEMBERS INTERESTS.  
 None.

43/16. TO APPROVE THE ANNUAL GOVERNANCE STATEMENT 2015/2016.  
**GL proposed that the Annual Governance Statement 2015/2016 be approved, seconded by LH. All in favour.**

The statement was then duly signed by the Chairman & Clerk.

44/16. TO APPROVE AND SIGN THE 2016/2016 FINAL ACCOUNTS & ANNUAL RETURN.  
 It was noted that Members had been furnished with a copy of the internal audit report this evening. There were no issues to consider.

**LH proposed that the 2015/2016 Final Accounts & Annual Return be approved, seconded by GL. All in favour.**

The relevant documents were then signed by the Chairman & Clerk as appropriate.

The Clerk will now arrange for the necessary paperwork to be sent to the external auditors before the 17<sup>th</sup> June deadline. Members will be furnished with copies of what has been submitted in due course.

45/16. CLERK'S REPORT.  
 New WC Cisterns - The Clerk advised that these were fitted yesterday & that she will discuss the remedial tiling works with the Caretaker on his return from leave.

Chairmanship Course - PC to attend on 28<sup>th</sup> June.  
Outstanding Register of Interest Forms - The Clerk requested that the  
outstanding forms be completed & returned to her at the earliest opportunity.  
NCC Civic Service - PC & SW to attend.

The meeting closed at approximately 7.25pm.

Signed.....(Chairman)

Date.....