

## Healing Parish Council

### MINUTES OF THE EXTRA-ORDINARY MEETING OF HEALING PARISH COUNCIL ON MONDAY 16<sup>TH</sup> JUNE 2014 AT THE VILLAGE HALL, HEALING AT 6.30 PM.

**Present:** Cllr Blanchard – Chair  
Cllrs. Nesbitt, Wilson, Allen, Clarke, Dickerson, Vickers and Dolan

**Apologies:** Cllr Hasthorpe, Tofton

There were three members of the public present (including one representative of the Press)

#### **14/45 To receive and accept apologies for absence**

Apologies received and accepted from Cllr Hasthorpe due to being on holiday.  
Cllr Tofton hoped to attend if able to unless due to work commitments.

**Resolved: That apologies be received and accepted.**

#### **14/46 DECLARATIONS OF INTEREST (Code of Conduct 2012)-**

- a. There were no declarations of interest by any member of the council in respect of the agenda items listed.
- b. There were no dispensations given to any member of the council in respect of the agenda items.

#### **14/47 External Auditor**

##### **a. To consider the appointment of an External Auditor**

Approved.

The Personnel Committee had suggested a full audit of the procedures to ensure that the Parish Council was working to all the procedures and to identify any improvements.

**Resolved: That an External Auditor approved by ERNLLCA be appointed to carry out an Audit of Healing Parish Council.**

##### **b. To approve the Auditor recommended by ERNLLCA.**

Approved.

ERNLLCA had forwarded the contact details of an External Auditor.

**Resolved: That an External Auditor approved by ERNLLCA be appointed to carry out an Audit of Healing Parish Council as soon as possible.**

##### **c. To sanction payment for the External Auditors service by Healing Parish Council.**

Approved.

Sanction funds from the Healing Parish Council accounts to fund the external audit.

**Resolved: The cost of the audit was quoted at £500-£800.00.  
The auditor to be informed that the audit should not exceed £800 without consultation with the Parish Council. A full report on all procedures to be conducted with a comprehensive improvement plan issued. The Parish Council will carry out a full review of the report.**

##### **d. To consider appointment of Interim Clerk to Healing Parish Council.**

Approved.

Day to day workload, bookings and queries from residents. Payments of staff.

Interim clerks are available to take minutes of meetings and general activities as required.

**Resolved: An Interim Clerk should not be appointed immediately.  
However depending on the time it will take to get the audit completed it will be included as an agenda item at the next Parish Council Meeting.**

**14/48 Approve payment of 'out of pocket' expenses for the Councillors carrying out Parish Council Business during the period of suspension of Parish Clerk.**

Approved.

General expenses of phone calls and travel.

**Resolved: Cllr Blanchard is currently carry out most of the activities. Any expenses occurred must be recorded with receipts which will be validated and payments will be made.**

**14/49 To agree interim contact details for public to contact Parish Council.**

Approved.

Contact telephone numbers.

**Resolved: Cllr Blanchard to check that all Cllr's have their correct telephone numbers listed in the Healing Village News, so that residents can contact them.**

**The Clerk is currently forwarding all calls to Cllr Blanchard for village hall bookings.**

The Vice-Chairman closed the meeting at 6.55pm.