

MONKTON PARISH COUNCIL

MINUTES OF THE MONKTON PARISH COUNCIL HELD AT THE MONKTON VILLAGE HALL

ON WEDNESDAY 24TH JUNE 2026 AT 7.30PM

In attendance: Cllrs: Anthony Bond (C), Sarah Clark, Stewart Boyce, Chris Mawer, Tim Parnell, Paul Phillips. 1 member of the public.

1. Apologies for Absence: There were none.

2. Disclosure of Interests: There were none.

3. To read and discuss the Internal Audit Report: The Clerk read out the report compiled by Trudie Jenkins-Avery who had carried out the internal audit for the council. A quote taken from the report as follows:

Monkton Parish Council are the registered owners of Monkton Parish Hall, as per the Land Registry records. The initial cost and refurbishment costs of the village hall should be included on the fixed assets register of the Parish Council.

It is also recommended that the Parish Councillors review the arrangements for the management of Monkton Village Hall. This is listed as a community building that is owned by the Parish Council. The refurbishment costs have been met by local authority grants and parish council funds, as well as the utilities, insurance and other running costs. Once the refurbishment is complete and the hall is available for hire, parish councillors should consider the inclusion of any income as parish council funds.

This full report will be available on the website and will be included with the AGAR submitted to the external auditors.

4. To approve and sign The Annual Governance Statement (part 1 of the Financial Return) and update Council of next steps for external audit. The Clerk read out each statement and Councillors confirmed either yes or no to each question. The Clerk also explained that as the expenditure of the council for this financial year was over £25,000 we could not certify exemption and the 'AGAR form 3' would need to be filled out and would trigger an external audit of which there would be a charge. All documents would need to be emailed to the external auditors (PKF Littlejohn) before 30th June and would wait for any follow up questions or extra details needed. The closing date for this is 30th September 2026.

5. Parishioner's Questions (Open Session): There were none.

6. Review Planning Applications:

26/1134/FUL – Mr M. Patch, Barnfield Farm, Monkton - Erection of roofing over existing hardstanding silage bale storage area. – Awaiting decision

7. To update Council on financial status and approve payments made.

Balance as at 26th May 2026	£ 6588.08
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Payments:

Mrs S Maynard – May wages	£ 220.31
Ridge Roofing – Flat roof on Village Hall	£ 1200.00
British Gas – Electric	£ 51.18
Lloyds Bank Service charge	£ 4.25

Total payments	£ 1475.74
Bank balance as at 19th June 2026	£ 5112.34
Balance in savings account as of 19th June 2026	£ 3,490.90

8. To approve the Accounting Statements for the year end 31/03/26 (part 2 of the Financial return) – The accounting statements were signed as true and correct record of the receipts and payments for the financial year. All relevant documents would be uploaded onto the website (www.monktonparishcouncil.gov.uk) in line with the transparency code.

11. Date of the next meeting – This would be arranged once the external audit had been carried out.

12. Any other business – There was none.

- As there was no further business the meeting was declared closed and the Chairman thanked everyone for attending.

Signed Dated: