



# Filey Town Council

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Extraordinary meeting of Council held on **24 August 2020** held remotely by video conferencing.

**Members Present:** Councillors J Houlden-Banks (Chairman), M Cockerill, V Crawford-Gage, N Cronk, J Haxby, H Parkin, L Randall, J Robinson and K Wilkie.

**Also Present:** There were no requests from members of the public to access this meeting.

**Meeting Clerks:** Town Clerk David Liddle and Assistant Town Clerk Audrey Adnitt.

## Minutes

Minute	Item
	The Mayor welcomed all Members to Filey Town Council's first remote Council meeting.
001/20/21	<p><b>Apologies</b> The following apologies were received:</p> <ul style="list-style-type: none"> <li>• Cllr Gary Howgate – Family Commitments</li> </ul> <p><b>RESOLVED: Council resolved to note these apologies and accept the reasons given for absence.</b></p> <p>Cllr Sally Mills was absent from this meeting.</p>
002/20/21	<p><b>Declarations of interest</b> No declarations in accordance with the requirements of the Localism Act 2011.</p>
003/20/21	<p><b>Public participation time</b> There were no queries or comments at this meeting.</p>

Signature: ..... Date: .....



<b>Council business items – Procedural Items</b>	
<b>004/20/21</b>	<b>Minutes of the Ordinary Meeting of the Council held on Wednesday 11 March 2020</b> Councillor Haxby proposed, seconded by Councillor Gage, that Council resolve to approve them as a true and accurate record of the meeting.
<b>004/20/21.1</b>	<b>RESOLVED: Council resolved to approve the minutes as a true and accurate record.</b>
<b>005/20/21</b>	<b>Minutes of Extraordinary Meeting of Council held on Wednesday 25 March 2020</b> Councillor Haxby proposed, seconded by Councillor Gage, that Council resolve to approve them as a true and accurate record of the meeting.
<b>005/20/21.1</b>	<b>RESOLVED: Council resolved to approve the minutes as a true and accurate record.</b>
<b>Council Business Items – Finance Items</b>	
<b>006/20/21</b>	<b>Annual Governance and Accountability Return 2019/20 (AGAR) Internal Audit 2019/20</b> Cllr Haxby advised that the Internal Auditor's report been very complimentary with no concerns raised. Cllr Haxby wished to congratulate the team at Filey Town Council on this excellent report.  <b>Final Internal Audit Report</b> Cllr Haxby proposed, seconded by Cllr Randall that the Council approve the final internal audit report (4 <sup>th</sup> quarter report) for the 2019/20 financial year.
<b>006/20/21.1</b>	<b>RESOLVED: Council approved the Final Internal Audit Report (4<sup>th</sup> Quarter) for the 2019/20 financial year.</b>
<b>006/20/21.2</b>	<b>Annual Internal Audit Report 2019/20</b> Cllr Haxby proposed, seconded by Cllr Randall that the Council approve the annual internal audit report for the 2019/20 financial year.
<b>006/20/21.2</b>	<b>RESOLVED: Council approved the Annual Internal Audit Report for the 2019/20 financial year.</b>
<b>007/20/21</b>	<b>Section 1 – Annual Governance Statement 2019/20</b> Members were asked to consider Section 1 – Annual Governance Statement 2019/20 of the AGAR and specifically the nine individual statements proceeded by the following statement:



<p>007/20/21.1</p>	<p>“We acknowledge as the members of Filey Town Council our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020.”</p> <p>Cllr Gage proposed, seconded by Cllr Haxby that the Council approve the annual internal audit report for the 2019/20 financial year.</p> <p><b>RESOLVED: Council approved Section 1 of the Annual Governance Statement 2019/20 and specifically the nine individual statements proceeded by the following statement:</b></p> <p><b>“ We acknowledge as the members of Filey Town Council our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020.”</b></p>
<p>008/20/21</p> <p>008/20/21.1</p>	<p><b>Section 2 – Accounting Statements 2019/20</b></p> <p>Members were asked to Consider Section 2 – Accounting Statements 2019/20 of the AGAR as follows:</p> <ul style="list-style-type: none"><li>(a) Consider the Accounting Statements by the members meeting as a whole;</li><li>(b) Approve the Accounting Statements by resolution; and</li><li>(c) Ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which that approval was given.</li><li>(d) Approve the Risk Management Arrangements</li></ul> <p><b>RESOLVED: The Accounting Statements and Risk Management documents were considered by the members meeting as a whole and it was RESOLVED to approve the Accounting Statement and the Risk Management Arrangements, and the documents were signed by Councillor Jacqui Houlden-Banks, Mayor of Filey and Chairman of the Meeting.</b></p>
<p>009/20/21</p>	<p><b>Forthcoming Council, Committee and Working Party Meetings</b></p> <p>Members were advised of the date for the following forthcoming meetings:</p> <ul style="list-style-type: none"><li>a. Sports and Leisure Working Party to be held on Wednesday 2<sup>nd</sup> September 2020.</li></ul>



	<ul style="list-style-type: none"> <li>b. Planning Committee to be held on Monday 7<sup>th</sup> September 2020.</li> <li>c. Finance Committee to be held on Monday 7<sup>th</sup> September 2020.</li> <li>d. Map and Guide Committee to be held on Tuesday 8<sup>th</sup> September 2020.</li> <li>e. Full Council to be held on Wednesday 9<sup>th</sup> September 2020.</li> <li>f. Full Council Annual Meeting to be held on Wednesday 23<sup>rd</sup> September 2020.</li> </ul>
	<b>Next Meeting</b>
<b>010/20/21</b>	Council confirmed the date and time of the next ordinary meeting to be <b>7pm on Wednesday 9<sup>th</sup> September 2020</b> to be held remotely by video conferencing.

**Meeting started 6.00pm and closed 6.20pm**

Document published on

**Signed:** .....

**Print Name:** .....

**Date:** .....