

# Bourton on the Hill Parish Council

## Minutes of the Parish Council Meeting

MINUTES OF BOURTON ON THE HILL PARISH COUNCIL ON **WEDNESDAY 20<sup>TH</sup> JUNE 2018 AT 6:00PM IN THE OLD SCHOOL HALL, BOURTON ON THE HILL.**

**PRESENT: CLLR MARK NORTON, CLLR ANGELA HAY, CLLR TOM MARTIN AND THE CLERK, ALEXIA MONROE**

1. Cllr Mark Norton was nominated and elected as chairman for this meeting. Approved unanimously.
2. Finance:
  - 2.1 The Responsible Financial Officer (RFO) reported that the Internal Auditor for the Council, Amanda Smith was satisfied that the systems and procedures for the Council during 2017/18 were adequate and duly signed the Internal Audit part 1 of the Annual Return for the Council.
  - 2.2 Section 2 of the Annual Return: Accounting Statements was approved and signed by the RFO and the chairman. Approved unanimously. It will be duly posted on the website to conform with the new audit procedures and sent to the external auditors, Littlejohns.
3. Date of Next Meeting: July 2<sup>nd</sup>, August 20<sup>th</sup> and December 10<sup>th</sup> 2018.

The meeting finished at 6.03pm