

THE HAVENS COMMUNITY COUNCIL
CYNGOR CYMUNED THE HAVENS

EXTRA-ORDINARY COUNCIL MEETING

18th DECEMBER 2024 – REMOTE ACCESS via MS TEAMS – 7pm

MINUTES

Present:

Cllr. H. Jones (Chair)
Cllr. C. Stephens
Cllr. S. Bell
Cllr. G. Bevan

Cllr. C. Alexander
Cllr. A. Devonald
Cllr. V. Grey
Cllr. K. Sturman

In Attendance:

Gareth Havard (Locum Clerk), County Cllr. N. Neumann,

1. **To accept apologies for absence:**
Cllr. S. Reynolds
2. **To disclose personal or pecuniary interests in items of business listed below:**
None disclosed.
3. **Public Participation in business of the meeting:**
None in attendance
4. **To receive Accounting Statements for the year ended 31st March 2024:**
Having been circulated in advance of the meeting, the locum Clerk provided an update to Members regarding the retrospective preparation of the books of account, bank reconciliation and accounting statements for the year ended 31st March 2024. Members questions were invited and responses given.
5. **To receive Internal Audit Report for the year ended 31st March 2024:**
Having been circulated in advance of the meeting, Members considered the Annual Internal Audit Report along with accompanying notes. Weaknesses were noted and would be taken into consideration when preparing responses to the Annual Governance Statement. Thanks were noted to Mr Richard Edwards for attending to the internal audit at such short notice.
6. **To Consider Annual Governance Statement for the year ended 31st March 2024:**
As noted in the minutes of the December 3rd meeting, Members acknowledged the difficulties experienced during the previous financial year. As a consequence of this and the associated matters arising from the Internal Audit Report, it was agreed that several of the statements forming the Annual Governance Statement could not be confirmed satisfactory. More specifically, statements 1,2 and 4 were causes of concern. Following discussion and guidance from the locum Clerk, it was **resolved** to provide negative responses to Statements 1,2 and 4 and positive responses to the remaining Statements.
7. **To Approve Accounting and Annual Governance Statements:**
With reference to the above, it was **resolved** to approve the accounting statements and Annual Governance Statement to be signed by the Chair as appropriate.

Meeting Closed: 7.25pm