

SWINGFIELD PARISH COUNCIL

**Minutes of a meeting of Swingfield Parish Council held at
Hawkinge Community Centre, on Tuesday 30 April 2019**

PRESENT: Councillor Tony Hutt (in the Chair), Councillors Andy Csiszar, Vic Harmer, John Heasman, Kenneth Mitchell and Steve Notley.

An apology for absence was received from Councillor Paul Sharman.

Officer in Attendance: Mrs Tina Wiles

6007. DECLARATIONS OF INTEREST

There were no declaration of interest.

6008. MINUTES

The minutes of the meeting of the Parish Council held on 26 February 2019 were submitted and subject to the inclusion of a declaration of a prejudicial interest by Councillor Vic Harmer in respect of min 6003, Planning application reference Y19/0154/FH – 24 Coach Road, Densole) and inclusion of a fourth resolution at minute 5997, - Budget Monitoring Report -to use the Chairman expenses of £120 for the Swingfield Resident's Association Memorial Garden enclosure were approved as a correct record and signed by the Chairman.

6009. SCHEDULE OF PAYMENTS

The schedule of payments was circulated at the meeting.

Proposed by Councillor Steve Notley
Seconded by Councillor Vic Harmer and

RESOLVED: To approve the payments.

(Voting: For 5; Against 0; Abstentions 0)

NOTE: At this point Councillor John Heasman became unwell and left the meeting.

. T6010. REPORT ON INTERNAL CONTROL FOR THE YEAR ENDED 31 MARCH 2019

REPORT PC/18/05 sets out the Town Council's Statement of Internal Control for the year ending 31 March 2019 to support the Annual Governance Statement required as part of the Annual Return for the year ended 31 March 2019.

The Statement of Internal Control supports box 6 of the Annual Governance Statement made by the Council at Section 2 of the Annual Return to the Council's External Auditor, PKF Littlejohn LLP.

Prop Proposed by Councillor Steve Notley
 Seconded by Councillor Kent Mitchell and

RESOLVED:

- 1. To receive and note Report.**
- 2. To approve the statement of Internal Control for the year ended 31 March to authorise the 2019.**
- 3. To authorise the Chairman of the Council to sign the Statement of Internal Control for the Year Ended 31 March 2019.**

Voting: (5: 0: 0)

6011. REPORT OF THE INDEPENDENT INTERNAL AUDITOR

REPORT HTC/18/06 encloses the report of the Independent Internal Auditor and Section 4 of the Annual Return to the Audit Commission which has been signed by the Independent Internal Auditor.

PrCo Proposed by Councillor Tony Hutt
 Seconded by Councillor Andy Csiszar and

RESOLVED: To receive and note the Report.

Voting: (5: 0: 0)

12. . 6012. ANNUAL RETURN FOR YEAR ENDED 31 MARCH 2018

REPORT HTC/18/07 attaches the following documents and asks the Parish Council to approve them.

- A) Approval of Annual Governance Statement for 2018/19
- B) Approval of the Accounting Statements for 2018/19.

Co Proposed by Councillor David Monk
 Seconded by Councillor Vic Harmer and

RESOLVED:

6013. PLANNING MATTERS

The Council endorsed the schedule of planning applications submitted to the District

Council since the last meeting of the Council.

Proposed by Councillor Tony Hutt

Seconded by Councillor Steve Notley and

RESOLVED: To endorse the schedule of planning applications.

Voting: (5-0-0)

6014. ROADS AND FOOTPATHS

It was reported that Affinity Water has been disturbing the verges and gardens in Pay Street. It was agreed to contact Affinity Water and ask them to give an assurance they will reinstate the verges.

6015. PARISH MAINTENANCE

The Council noted an email from the Swingfield Street Residents Association

reporting flytipping of garden waste in the hedgerows in Swingfield Street which could affect the drains and soakaways.

6016. CORRESPONDENCE

None reported.

