

**ELLOUGHTON-CUM-BROUGH TOWN COUNCIL
MINUTES OF AN EXTRAORDINARY TOWN COUNCIL MEETING HELD ON
WEDNESDAY 6TH JUNE 2018
AT THE TOWN COUNCIL OFFICE, 60 WELTON ROAD, BROUGH**

Public Forum – No Members of the Public attended the meeting.

Present: Councillors Credland (Chairman), Davis, Mrs. Galbraith, T. Galbraith, Luckraft, Muzaffar, and Ms Rowe.

Anthony Whitley (Accountant) also in attendance.

1. **TO ACCEPT APOLOGIES** – Councillors Mrs. Bentley, Mrs. Brogden, Mrs. Duckles, C. Duckles and P. Duckles
2. **TO ACCEPT DECLARATIONS OF INTERESTS RELATING TO ITEMS ON THE AGENDA**
There were no declarations of interest received.
3. **TO ACCEPT THE MINUTES A MEETING OF THE COUNCIL HELD ON 15th MAY 2018**
It was proposed by Councillor Mrs. Galbraith, seconded by Councillor Ms. Rowe and agreed unanimously that the minutes of the meeting held on 15th May 2018 be signed as a true and accurate record of the meeting and authorise the Chairman to sign.

4. **FINANCE & ADMINISTRATION**

4.1 **To consider and approve the 2017/18 Internal Audit Report**

The Internal Auditor's report was considered. The Internal Auditor remained satisfied that the financial records of the Council continue to be well maintained and advice given has been noted and implemented.

Following consideration it was proposed by Councillor Muzaffar, seconded by Councillor Luckraft and agreed unanimously that the Internal Auditor's Report be approved.

It was RESOLVED to approve the Internal Auditor's Report.

4.2 **To consider the findings of the 2017/18 review of the effectiveness of the systems of internal control for the Annual Governance Statement**

Members considered the findings of the review of the Council's system of internal control. It was proposed by Councillor Ms. Rowe, seconded by Councillor Davis and agreed unanimously that Council has a sound system of internal control, including the preparation of the accounting statements and the review of the effectiveness of the systems of internal control for the Annual Governance Statement should be approved.

It was RESOLVED to approve the review of the effectiveness of the systems of internal control for the Annual Governance Statement and authorise the Chairman and Clerk to sign.

4.3 **To approve the Annual Governance Statement for 2017/18 (Section 1 of the Annual Return) by resolution and to sign and date the Statement**

It was proposed by Councillor Galbraith, seconded by Councillor Mrs. Galbraith and agreed unanimously to approve the Annual Governance Statement for 2017/18 (Section 1 of the Annual Return)

It was RESOLVED to approve Section 1 of the Annual Return for 2017/18.

4.4 To consider and approve by resolution the Annual Accounting Statements for 2017/18 (Section 2 of the Annual Return) as signed and dated by the Responsible Financial Officer

The Accounting Statements in Section 2 of the Annual Return has been prepared by the Accountant in accordance with the national guidelines showing the Council's current financial position with receipts and payments for the year ended 31st March 2018.

Following consideration it was proposed by Councillor Mrs. Galbraith, seconded by Councillor Ms. Rowe and agreed unanimously that Section 2 of the Annual Return be approved, signed and dated by the Chairman.

It was RESOLVED to approve Section 2 of the Annual Return for the Financial Year 2017/18.

5. TO NOTE THE NEXT FULL TOWN COUNCIL MEETING IS TO BE HELD AT 7.00 PM ON TUESDAY 19TH JUNE 2018