

**WIGTON TOWN COUNCIL**

**AN EXTRAORDINARY MEETING OF THE FULL COUNCIL WAS HELD ON**

**THURSDAY 29<sup>th</sup> June 2023 AT 6.00PM**

**AT WIGTON MARKET HALL.**

**PRESENT** – Cllrs, Ferriby, Hamblin, Crouch, Huntington, Jackson, Clark, and Scott

**FC/40/2023 TO RECEIVE APOLOGIES & REASONS FOR ABSENCE**

Cllrs Speksnyder, Crouch, Newton, and McCarthy.

**FC/41/2023 DECLARATIONS OF INTERESTS, MEMBERS AND OFFICERS TO GIVE NOTICE OF INTERESTS ON ITEMS ON THE AGENDA**

None

**FC/56/2023 EXCLUSION OF PRESS AND PUBLIC**

None

**FC/57/2023 END OF YEAR ACCOUNTS**

To approve April's reconciliation - **APPROVED**

To approve May's reconciliation - **APPROVED**

**Finance and governance – Internal Audit**

The internal audit took place on Wednesday 21<sup>st</sup> and Thursday 22<sup>nd</sup> June 2023.

There had been some miscommunication over the dates as the clerk believed the audit to be Thursday 22<sup>nd</sup> June 2023.

Members were advised that the auditor felt she did not receive enough evidence to show the town council is fully compliant with accounts and regulations and made this clear on the AGAR form. The auditor planned to attend for three hours but this was not enough time to go through all the evidence.

The clerk wanted it minuted that she was not the only RFO for the 2022/2023 financial year and that there had been some mistakes using the accountancy software, which resulted in some months not reconciling but these mistakes were also before she was in post. As of 19<sup>th</sup> June 2023, all mistakes on Scribe the accountancy software had been rectified and accounts fully balanced. The clerk/RFO does not fully agree with the comments and judgments made by the internal auditor and will be providing the external auditor with comments to counterbalance the auditor's comments.

**External Audit – Annual Governance and Accountability return**

Members were provided with the Annual Governance Statement in the Annual Governance and Accountability return (AGAR) for the year end 31<sup>st</sup> March 2023.

Members voted and **APPROVED** the AGAR.

Members were provided with the Accounting Statements in the AGAR for the year end 31<sup>st</sup> March 2023.

Members voted and **APPROVED** the Accounting Statements in the AGAR for the year end 31<sup>st</sup> March 2023.

Members were asked to vote on authorising the clerk, RFO and chair to sign the accounting statements.

Members voted and **APPROVED** the clerk, RFO and chair to sign the accounting statements.

Members were asked to vote on authorising the submission of the Annual Governance and Accountability Return for the year end of 31<sup>st</sup> March 2023 and for the external audit to now commence following the prescribed period for public examination from 30<sup>th</sup> June to 25<sup>th</sup> July 2023

Members voted and **APPROVED** the submission of the Annual Governance and Accountability Return for the year end of 31<sup>st</sup> March 2023 and for the external audit to now commence following the prescribed period for public examination from 30<sup>th</sup> June to 25<sup>th</sup> July 2023

Members were asked whether they will reappoint the internal auditor, Georgina Airey. It was decided that this would be DEFERRED until the next full council meeting as this would give the clerk the time to investigate if there are alternative approved auditors.

**ACTION – DEFER** the appointment of the internal auditor for the 2023/2024 period.

**Meeting closed: 7:15PM**