

## BARMING PARISH COUNCIL

### MINUTES OF THE MEETING

HELD ON TUESDAY 2<sup>nd</sup> JUNE 2020 at 10.00am

**AT THE PARISH HALL CAR PARK, TONBRIDGE ROAD.  
DUE TO SOCIAL DISTANCING AND GOVERNMENT GUIDELINES.**

**PRESENT:** Cllr Gooch in Chair, Cllr Parker, Cllr Muthana and Clerk Mrs N Attwood.

1. **APOLOGIES:** Cllr Manser, Cllr Doe, Cllr Vizzard
2. **NOTIFICATION TO BE RECEIVED FOR INTENT TO FILM, PHOTOGRAPH OR RECORD ANY ITEMS.**  
No members of the public were present but the Clerk took a photograph as proof that social distancing was adhered to.
3. **COUNCILLOR DECLARATIONS**  
No declarations were recorded.
4. **MINUTES of the Meeting held on 18<sup>th</sup> March 2020**  
The minutes were **Agreed** as an accurate record and the Chairman signed off the official copy
5. **FINANCES**  
**5.1 Annual Report and Audit 2019/20 – A: To approve Annual Governance Statement**  
Cllr Gooch proposed to approve the Annual Governance Statement, this was seconded by Cllr Parker with all members in favour.  
**B: To approve Accounting Statements 2019/20**  
Cllr Gooch proposed to approve the Accounting Statements 2019/20, this was seconded by Cllr Muthana with all members in favour. All documents were duly signed and the Clerk will now display and post off the relevant paperwork to the external auditor PKF Littlejohn.
6. **TO FORMALLY NOTE THE RECEIPT OF THE AUDIT REPORT COMPLETED BY MR D BUCKETT**  
The Clerk had previously circulated the full audit report to all members on the 19<sup>th</sup> May 2020. Cllr Gooch noted the change of the report to the red, amber and green system and was pleased to see that BPC is low risk (green) in all areas. Members then discussed various suggestions made by the internal auditor on the report.

The meeting was closed at 10.29am