

Churt Parish Council
Clerk to the Council
Mrs Dawn Barrow

**Minutes of the 'virtual' extraordinary meeting of Churt Parish Council
held on Wednesday 19 August 2020
at 7.30 p.m.**

Present

Churt Councillors: David Crossley, Robert Cordell, Lisa Martin, Myra Johnson,
Eunice Burch, Roger Rowe

Surrey County Council: 0
Waverley Borough Council: 0
Clerk to the Council: Dawn Barrow
Members of the Public: 0

EM 20/1 Chairman's welcome

Cllr Crossley welcomed all to the meeting and mentioned it would be a short meeting with only a few agenda items.

EM 20/2 Apologies for absence

Cllrs Law, Petty, Raeside

EM 20/3 Review of Annual Internal Audit Report (part of AGAR)

The content of the Annual Internal Audit Report was noted. **Proposed** by Cllr Rowe, **seconded** by Cllr Johnson, **all** in agreement.

EM 20/4 Sign and Minute Section 1 of the annual return 2019/20

Section 1 of the annual return was duly agreed and Minuted, **proposed** by Cllr Rowe, **Seconded** by Cllr Burch, **all** in agreement. Due to Covid 19 the Clerk and Chairman agreed to meet the following day for a 'wet' signature on the papers, as required by the external auditors.

EM 20/5 Sign and Minute Section 2 of the annual return 2019/20

Section 2 of the annual return was duly agreed and Minuted, **proposed** by Cllr Rowe, **Seconded** by Cllr Burch, **all** in agreement. Due to Covid 19 the Clerk and Chairman agreed to meet the following day for a 'wet' signature on the papers, as required by the external auditors.

EM 20/6 Review internal auditor's report and note recommendations

Noted.

EM 20/7 Proposal to appoint Tim Lightfoot as internal auditor for 2020/21

Tim Lightfoot deals with many local parishes, very efficient, looked at our website and accounts before Clerk spoke to him, also carries out an interim audit. Annual cost £595.

Proposal by DC to appoint Tim, **seconded** by MJ, **all in favour**.

EM 20/8 Proposal to carve cedar tree stump on Rec at a cost of £800.

Clerk has contacted Rob Beckinsale, a tree carver, who put forward various designs at differing prices, some very intricate and more expensive than we want. Preferred option for £800 is to carve stump into a bench with Churt 2020 across the back. Clerk and DC have spoken to David

Harmer, we will apply for 50% of cost from his Member's Allocation. RC will try and make pepper mills from any spare wood.

DC **proposed** we commission Rob, **seconded** by RC, **agreed by all**.

Meeting ended 7.55pm.

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Signed:

Date:

Chairman