

**MINUTES OF A SPECIAL MEETING FOR
LAPFORD PARISH COUNCILLORS TO AGREE THE 2010/11 AUDIT
HELD ON TUESDAY 16TH AUGUST 2011
IN THE ORCHARD CENTRE, LAPFORD
REFERENCE 08/11**

Present: Cllr Lacey, Cllr Briant-Evans, Cllr Burrows, Cllr Bulley, Cllr Heal, Laura Cockram (Clerk)

Apologies: Cllr Kenney

AUDIT 2010/11

08/11/25 Cllr Lacey thanked Julie Down and Peter Taylor for all of their assistance with the Parish Council's audit for 2010/11. Cllr Lacey has put all of the finances into a spread sheet. Everything balances and the final figures were presented to the meeting. The statements on the audit were read out and agreed. It was thought that the new spread sheet will assist with checks and can be issued to councillors regularly. Cllr Briant-Evans asked if our assets could be looked into properly and values be put on them for accurate insurance. Cllr Heal proposed the audit 2010/11 was accurate and should be signed off. This was seconded by Cllr Briant-Evans and agreed by all. Clerk to send off.

Action: Clerk

CORRESPONDENCE

08/11/26 A letter has been received regarding the Church Green Insurance. The letter was late in being posted and was sent to the incorrect address, which means that we are already late with renewal. Clerk to write to the insurers informing them that this would be agreed at the next meeting on 7th September 2011. The premium totalled £514.70. The War Memorial is covered for £22,063.00. The Melissa Lake Shelter is covered for £22,063.00 with contents covered for £12,733.00. The clerk is to contact the insurers to check if the 2 benches and fencing are covered. Cllr Briant-Evans proposed that £500 should be transferred to the Church Green account in anticipation of this payment at the next meeting. This was seconded by Cllr Burrows and agreed by all. ***Action: Clerk***