

OVER HADDON PARISH COUNCIL
Minutes of the meeting held on 16 June 2026 at the Village Hall Over Haddon

Present; Councillors Zena Hawley, Sally Mosley, Joe Oldfield, Roger Truscott and Tim Walton

In the absense of a clerk it was agreed that Councillor Truscott would take the minutes

No local authority representatives or members of the public were present so it was agreed to move directly to consideration of the Internal Audit of the council, carried out by East Midlands Audit Services Ltd, which was the main purpose for calling the special meeting.

ZH introduced the audit, explaining that the detailed audit, copies of which had been provided for each councillor, had been completed, and that at her discussion with the auditor (Brian Wood) he confirmed that everything had been done satisfactorily.

Items discussed:

3.2 Payment controls; it was confirmed that VAT can only be reclaimed on invoices submitted to the parish council, and can be done within three years.

4.3 Insurance cover; it was confirmed that not all parish council assets were included under insurance cover, specifically the allotments and the community gardens. These need adding. Jubilee Wood was leased to the National Park for 99 years

6.6 and 6.7; these items concerned burials and hall hire and it was agreed that they should be recorded at “non applicable.”

9.1; Asset control; - it was agreed that we will need to double check next year that everything is covered.

15.6; - registration with Information Commissioners Office – it was agreed that we need to do this.

15.13; back-up with electronic files, - this needs to be checked

Further Discussion:

New Clerk; - there is a need to discuss and agree a new contract, to be discussed at the July meeting. ZH has already discussed this with DALC

Annual returns; - it was noted that item 8 should read £11,573. The large balance meant that we had a healthy financial position, but that we would need to carry out some spending over the next year or so, perhaps in connection with the war memorial, or with the toilets and car park.

Next Stage:

We need to publish the accounts in time for the next public meeting (Monday 13 July)

Annual Governance and Accountability Return (for AGAR) should be signed. It was unanimously agreed that it should be signed, by the chair and deputy chair, at today's meeting (16 June 2026) and this was duly done

Date of Next Meeting: 8pm 13 July 2026