



**MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING  
Held on Tuesday 6 November 2018 at 7.30pm Kingston Library**

Present: Cllrs Taimyr Bounou-Pouaty (TBP) **Chair**, Martin Rudd (MR), Vikas Chandra (VC), Paul Mackie (PM)  
 Attending: Vicky Mote (Locum Clerk)  
 Also: Two (2) members of the public

Locum Clerk notified both the public and members around the table that the meeting would be recorded.

Cllr VC notified both the public and members around the table that that he was recording the meeting.

**A full verbatim recording of this meeting forms part of these minutes and is available via email on request to the Clerk of the Parish Council (Full recording 21.38 min/sec, highlights in red are the approx. reference points (min/sec) relating to the topic within the recording)**

**Public Open Session**

There were no questions or statements from the public

REF	MINUTES
32/2018	<b>Election of Chair (0.20)</b> <b>RESOLVED</b> that Cllr TBP chair the meeting
33/2018	<b>Apologies.</b> None.
34/2018	<b>Declaration of Interest (1.47)</b> Cllr VC <b>(1.17)</b> declared an interest in 38/2018, NOTED that he had forwarded some applications for consideration.
35/2018	<b>Minutes of the Parish Council meeting held on 29/10/18 (2.04)</b> <b>RESOLVED</b> to adopt as a true record, the draft minutes of the meeting held on 29/10/18; duly signed by Cllr TBP (Chair).
36/2018	<b>Annual Governance and Accountability Review Form (AGAR) (2.35)</b> Locum Clerk presented the full AGAR report, which Council had sight of prior to the meeting. Locum Clerk advised that Abi (RFO) had managed to secure a further extension for them to submit their AGAR by 19/11/18. Cllr MR requested a future agenda item to agree how the Council would ensure that deadlines are not missed for future audits. Locum Clerk confirmed that Abi (RFO) will circulate all explanations that are required to be submit with the completed AGAR. <b>RESOLVED</b> to approve Section 1- Annual Governance Statement 2017/18. VC abstained from the vote. <b>RESOLVED</b> to approve Section 2-Accounting Statements 2017/18. VC abstained from the vote.
37/2018	<b>Banking Mandate-Metro Bank (16.00)</b> The following was <b>RESOLVED</b> by Council: <ol style="list-style-type: none"> <li>1. To <b>remove</b> Jaime Tamagnini-Barbosa from all the Council's accounts</li> <li>2. To <b>remove</b> Peter Laws from all the Council's accounts</li> <li>3. To <b>remove</b> Catherine (Jane) Harrington from all the Council's accounts</li> <li>4. To <b>add</b> Paul Mackie as an authorised signatory with permissions to view, set up and authorise payments</li> <li>5. To <b>add</b> Taimyr Bounou-Pouaty as an authorised signatory with permission to view, set up and authorise payments</li> </ol>
38/2018	<b>Co-option of Council Members (19.35)</b> Cllr TBP (Chair) confirmed that there were eight applicants and one had withdrawn on 06/11/18, which was duly NOTED. Proposal put forward to go ahead and co-opt all seven applicants into seven vacant seats. <b>RESOLVED</b> to accept the proposal and co-opt the 7 applicants on to the Council. Candidates will be invited to and co-opted at the next full council meeting on Monday 12 <sup>th</sup> November 2018.

Meeting closed at 7.52pm. Date of next meeting Monday 12<sup>th</sup> November 2018

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_