

**Minutes of an Extraordinary Meeting of the Full Council**  
**held on Tuesday 21<sup>st</sup> May 2019 at 6.45pm**  
**at the Windmill, Meopham Green**

**Members Present:** Cllrs D Bramer, M Bramer, S Buchanan (Chairman), S Gofton, P Luxford, J McTavish, J Ogden and B Wade

**In attendance:** Mrs Sarah Eggesden, Clerk,

**Item 1: Apologies for absence:**

**C.50** There were no apologies of absence.

**Item 2: Declarations of Interest:**

**C.51** There were no declarations of interest.

**Item 3: To approve the accounts for the year ended 31 March 2019. The Chairman of the meeting and the Responsible Financial Officer to sign:**

**C.52** Cllr Ogden proposed approval of the accounts and this was seconded by Cllr Luxford. All voted in favour. The Chairman and the Clerk, as the Responsible Financial Officer, signed the accounts.

**Item 4: To approve the Annual Governance Statement for 2018-19, Section 1 of the Annual Return for the year ending 31 March 2019. The Chairman of the meeting and the Clerk, as the Responsible Financial Officer, to sign.**

**C.53** The Chairman read through each statement on the Annual Governance Statement. Members agreed to answer yes for statements 1-8 and N/A for statement 9. Cllr Ogden then proposed approval of the Annual Governance Statement for 2018-19 and this was seconded by Cllr McTavish. All voted in favour. The Chairman and the Clerk, as the Responsible Financial Officer, signed section 1, Annual Governance statement 2018/19 on the Annual Return.

**Item 5: To approve the Accounting Statements for 2018-19, Section 2 of the Annual Return for the year ending 31 March 2019 and the supporting Bank Reconciliation as at 31 March 2019 plus the explanation of the significant variations from last year (2017-18) to this year (2018-19) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. The Chairman of the meeting to sign**

- C.54** Cllr Ogden proposed approval of the accounting statements for 2018-19 in section 2 on the Annual Return, plus the bank reconciliation and the explanation of the significant variations from last years return, subject to the Clerk checking the calculations on the Audit Commission's pro forma form for the variation's percentage calculation for receipts prior to submission, as their calculation formula appeared to be incorrect. This was seconded by Cllr Luxford and all voted in favour. The Chairman signed section 2, Accounting Statement 2018/19 on the Annual Return. The Clerk to then forward the Annual Return to the External Auditor and set the period for public inspection of the accounts

***Action: Clerk***

**CLOSED SESSION**

**Pursuant to Section 1(2) of the Public Bodies Admission to Meetings Act 1960, that due to the confidential nature of the next item the public and press will be asked to leave the meeting**

**Item 6: Priestwood Green – To consider the information received, following the request at the Full Council on 02.04.19, to Priestwood Farm regarding vehicular right of access across the track on the village green to the rear of this property**

- C.55** Members had viewed the information received prior to the meeting and agreed that the resident, based on the evidence, had a prescriptive right to vehicular access across the track on Priestwood Green to the rear of Priestwood Farm.

Cllr Buchanan proposed that Meopham Parish Council agree to grant prescriptive right for vehicular access across Priestwood Green to the property, Priestwood Farm, with the understanding that any attributable damage is made good to the green. This was seconded by Cllr D Bramer and all voted in favour.

Members agreed that the Clerk would draft a suitable letter to the resident in consultation with the Chairman.

***Action: Clerk/Chairman***

The meeting closed at 7.15 pm.