



**Devizes**  
**Town Council**

[www.devizes-tc.gov.uk](http://www.devizes-tc.gov.uk)

# **DEVIZES TOWN** **COUNCIL**

You are summonsed to attend a meeting of the Devizes Town Council Committee at the following, place and date. **THIS MEETING IS IN ADDITION TO THE ONE SCHEDULED FOR 27 JUNE 2017**

Date: 13 June 2017

Time: 7.00 pm

Venue: Council Chamber, Town Hall, St John's Street, Devizes

Enquiries: Town Hall - Tel: 01380 722160

Councillors:	Mrs Bridewell	Mrs Burton	Carter
	Corbett	Evans	Mrs Evans
	Geddes	Giraud-Saunders	Godwin
	Greenwood	Hopkins	Johnson
	Nash	Parsons	Mrs Rose
	Rowland	Mrs Shaw	Stevens
	Ms Von Berg	Wooldridge	

## **SPECIAL AGENDA**

### **1. MINUTES**

To approve as a correct record and authorise the Chairman to sign the minutes of the Meeting of the Council held on the 23 May 2017.

### **2. APOLOGIES FOR ABSENCE**

**3. DISCLOSURE(S) OF INTEREST**

To receive any disclosures by a Councillor(s) and/or Officers in matters to be considered at this meeting in accordance with the provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

**4. To receive announcements and communications.**

**5. To answer questions (if any) under standing order No. 15.**

**6. MINUTES OF MEETINGS FOR INFORMATION**

Since the last meeting of the Council on 23 May 2017 the following Committees have taken place whose minutes have been approved as a correct record and signed by the appropriate committee chairman.

The minutes of these meetings have been previously circulated to all members.

COMMITTEE NAME	COMMITTEE DATE
Planning	23 May 2017

**NOTE:** Before dealing with the next item (No 7) the Council will wish to consider whether or not to suspend Standing Order No 5 (members to stand when speaking). If the Standing Order is to be suspended, it must be done by way of a proposition, duly seconded and carried.

**7. REPORT FOR DECISION – ADOPTION OF ANNUAL GOVERNANCE STATEMENT 2016/17**

**Recommendation**

To adopt the Annual Governance Statement for the year ending 31 March 2017 (Doc 7).

**Purpose of the Report**

To consider and adopt the Annual Governance Statement for the year ending 31 March 2017.

**Background**

The Accounts & Audit Regulations 2015 and the Local Audit and Accountability Act 2014 govern the production of the Council's accounts. These new regulations allow the Council to adopt the Limited Assurance Audit Regime, the principal advantage being a considerable saving in audit fees and a less arduous audit regime.

The "Annual Governance Statement" is set out in Section 1 of the Annual return form. This document requires approval by the Town Council's internal auditor and the members of the Town Council prior to submission to the external auditors, Grant Thornton UK LLP.

This document is required to be submitted to the external auditors by the 19<sup>th</sup> of June 2017.

### **Options Considered**

The Council are recommended to adopt the Annual governance statement for the year ending 31 March 2017.

### **Implications & Risks**

#### **Financial and Resource Implications**

Officers are not aware of any financial or resource implications.

#### **Legal Implications and Legislative Powers**

The Council are bound by legislation to adopt the Annual governance statement.

#### **Environmental Implications**

Officers are not aware of any environmental implications.

#### **Risk Assessment**

Failure to adopt the Annual Governance statement could result in the auditor giving a qualified report.

#### **Crime and Disorder**

Officers are not aware of any implications with regard to crime and disorder.

## **8. REPORT FOR DECISION – ADOPTION OF THE STATEMENT OF ACCOUNTS AND ANNUAL RETURN FOR YEAR ENDING 31 MARCH 2017**

### **Recommendation**

To adopt the statement of accounts and Annual Return for the year ending 31 March 2017 (Doc 8).

### **Purpose of the Report**

To consider and adopt the statement of accounts and Annual return for The year ending 31 March 2017.

### **Background**

The Accounts & Audit Regulations 2015 and the Local Audit Accountability Act 2014 govern the production of the Council's accounts. The new regulations allow the Council to adopt the Limited Assurance Audit Regime, the principal advantage being a considerable saving in audit fees and a less arduous audit regime.

Statutory accounts are now produced in the form of the Annual return form. This document requires approval by the Town Council's internal auditor and the members of the Town Council prior to submission to the external auditors, Grant Thornton UK LLP. Throughout the financial year for which this Annual return applies, the Community & Civic Resources Committee received regular financial position statements. Section 2 – Accounting statement 2016/17 is a summary of those transaction and the council performance against that year's budget.

This document is required to be submitted to the external auditors by the 19th of June 2017.

### **Options Considered**

The Council are recommended to adopt the Statement of Accounts and Annual report for the year ending 31 March 2017.

### **Implications & Risks**

#### **Financial and Resource Implications**

Officers are not aware of any financial or resource implications.

#### **Legal Implications and Legislative Powers**

The Council are bound by legislation to adopt the statement of accounts and Annual report by the required date.

#### **Environmental Implications**

Officers are not aware of any environmental implications.

#### **Risk Assessment**

Failure to adopt the statement of accounts and Annual return could result in the auditor giving a qualified report.

#### **Crime and Disorder**

Officers are not aware of any implications with regard to crime and disorder.

## **9. TO PASS THE FOLLOWING SEALING RESOLUTION**

THAT the Common Seal of the Council be affixed to or the Town Clerk do sign on behalf of the Council where appropriate any Orders, Deeds or Documents necessary to give effect to any of the matters and recommendations contained in the reports received and adopted at this meeting or other decisions of the Council thereat.

**10. QUESTION TIME**

A short time is allowed at the discretion of the Town Mayor for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

At least 24 hours' notice must be given to officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk

**11. PUBLIC PARTICIPATION**

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions addressed to the Chairman concerning the administration, function or responsibilities of the Council or upon a matter, which was the subject of debate at the meeting.

A person may also be permitted to make a statement or address the Council upon a matter of concern to that person which is relevant to local government, or to the Council's administration or upon a subject, which may be of general interest to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business.

Town Clerk