

Ulverston Town Council



ANNUAL RETURN FOR YEAR ENDING

31 March 2017

Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual return for the year ended 31 March 2017

Every smaller authority in England with an annual turnover of £6.5 million or less must complete an annual return at the end of each financial year in accordance with proper practices summarising its activities. In this annual return the term 'smaller authority'* includes a Parish Meeting, a Parish Council, a Town Council and an Internal Drainage Board.

The annual return on pages 2 to 4 is made up of three sections:

- Sections 1 and 2 are completed by the smaller authority. **Smaller authorities must approve Section 1 before Section 2.**
- Section 3 is completed by the external auditor.

In addition, the **internal audit report** is completed by the smaller authority's internal audit provider.

Each smaller authority must approve Section 1 and Section 2 in order and in accordance with the requirements of the Accounts and Audit Regulations 2015.

Completing your annual return

Guidance notes, including a completion checklist, are provided on page 6 and at relevant points in the annual return.

Complete all highlighted sections. Do not leave any highlighted box blank. Incomplete or incorrect returns require additional external auditor work and may incur additional costs.

Send the annual return, together with the bank reconciliation as at 31 March 2017, an explanation of any significant year on year variances in the accounting statements, **your notification of the commencement date of the period for the exercise of public rights** and any additional information requested, to your external auditor by the due date.

Your external auditor will ask for any additional documents needed for their work. Unless requested, do not send any original financial records to the external auditor.

Once the external auditor has completed their work, certified annual returns will be returned to the smaller authority for publication and public display of Sections 1, 2 and 3. You must publish and display the annual return, including the external auditor's report, by 30 September 2017.

It should not be necessary for you to contact the external auditor for guidance.

More guidance on completing this annual return is available in the Practitioners' Guide that can be downloaded from www.nalc.gov.uk or from www.slcc.co.uk or from www.ada.org.uk

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to Local Audit and Accountability Act 2014

Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

Enter name of
smaller authority here:

ulverston Town Council

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

	Agreed			'Yes' means that this smaller authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances.	✓			has only done what it has the legal power to do and has complied with proper practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			considered the financial and other risks it faces and has dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.	✓			disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	NA	has met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.
	✓			

This annual governance statement is approved by this smaller authority on:

15 May 2017

and recorded as minute reference:

W020

Signed by Chair at meeting where approval is given:

(Signature)

Clerk:

Jayne Revell

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Section 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

Ulverston Town Council

	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	
1. Balances brought forward	53716	99257	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	159588	175568	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	97375	108573	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	60038	69765	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	N.I.	N.I.	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	151384	199332	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	99257	114280	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8. Total value of cash and short term investments	94362	117141	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	3369356	3369356	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	N.I.	N.I.	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes Y	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:

Carole Rendall

Date

19 July 2017

I confirm that these accounting statements were approved by this smaller authority on:

19 July 2017

and recorded as minute reference:

W 034. 3

Signed by Chair at meeting where approval is given:

[Signature]

Section 3 – External auditor report and certificate

In respect of:

Enter name of
smaller authority here:

1. Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2017; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

2. 2016/17 External auditor report

(Except for the matters reported below)* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

(continue on a separate sheet if required)

3. 2016/17 External auditor certificate

We certify/do not certify* that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017.

* We do not certify completion because:

External auditor signature

External auditor name

Date

Note: The NAO issued guidance applicable to external auditors' work on 2016/17 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Annual internal audit report 2016/17 to

Enter name of smaller authority here:

This smaller authority's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2017.

Internal audit has been carried out in accordance with this smaller authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this smaller authority.

Internal control objective	Agreed? Please choose only one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been kept properly throughout the year.	YES		
B. This smaller authority met its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	YES		
C. This smaller authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	YES		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	YES		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	YES		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	YES		
G. Salaries to employees and allowances to members were paid in accordance with this smaller authority's approvals, and PAYE and NI requirements were properly applied.	YES		
H. Asset and investments registers were complete and accurate and properly maintained.	YES		
I. Periodic and year-end bank account reconciliations were properly carried out.	YES		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	YES		

K. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this smaller authority adequate controls existed (list any other risk areas below or on separate sheets if needed)

Name of person who carried out the internal audit GEORGINA D. AIREY

Signature of person who carried out the internal audit *Georgina Airey* Date 19/05/2017

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, internal audit must explain why not (add separate sheets if needed).

TO BE SUBMITTED TO BDO LLP WITH THE ANNUAL RETURN AND SUPPORTING INFORMATION

NAME OF SMALLER AUTHORITY:	Ulverston Town Council
DATE INSPECTION PERIOD COMMENCED:	Monday 19 June 2017

Please note this information must be provided to the auditor in accordance with the Accounts and Audit Regulations 2015. If this is not confirmed we may charge an additional fee in obtaining the information.

IMPORTANT TIPS

DOs

- The inspection period must be for a period of 30 (thirty) working days.
- It must include the first 10 working days of July.
- The earliest the inspection period can commence is Monday 5 June
- The latest the inspection period can commence is Monday 3 July
- The inspection period must start the day after the notice, approved section 1 and approved section 2 are published on your website (parish meetings must publish it somewhere conspicuous).

DON'Ts

- The inspection period should not be commencing before the annual governance statement and accounting statements are approved
- The inspection period should not be commencing on a date on or after 4 July

Q01 To demonstrate the bank reconciliation agrees to the bank statement(s) the following documents are included as evidence

- a) a copy of the bank statement(s) for all accounts held showing the balance at 31 March 2017;
- b) a copy of the statement or certificate showing the value of investments (if any).

If No, please state why the above information has not been enclosed.

The council has no investments

Q02 To demonstrate the matter(s) raised in the previous external audit were considered and appropriate action taken, the following documents are included as evidence;

- a) a copy of the signed legal minute recording the acceptance of our external audit report for the year ended 31 March 2016;
- b) a copy of the agreed action plan to carry out the recommendations of the external audit.

If No, please state why the above information has not been enclosed.

The council minute shows the action that has been taken

Q03 To evidence that a system of internal control is in place as tested by the Internal Auditor and demonstrate that appropriate action was taken on all matters raised in reports from the internal auditor the following is included as evidence;

- a) a copy of any supplementary reports or letter prepared by the internal auditor, if any;
- b) a copy of the minute which records the review of any internal audit during the year 2016/17;
- c) a copy of the action plan produced to act upon any matters raised, if required.

If No, please state why the above information has not been enclosed.

The council minute shows what the council will and is undertaking to resolve this issue

I confirm that I have completed this form to the best of my knowledge and belief, with respect to the accounts for the year ended 31 March 2017.

Signed Jayne Vesell Date 26/June 2017

Name of Smaller Authority Uxbridge Town Council



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Your Statement

Ulverston Town Council
 Ulverston Town Council
 County Square
 Ulverston
 Cumbria
 LA12 7LZ



037410_090 5/ 8 00001 43093 8862 32000

Account Summary

Opening Balance	44,113.13
Payments In	4,788.36
Payments Out	16,711.93
Closing Balance	32,189.56

1 March to 31 March 2017

Account Name
 Ulverston Town Council

International Bank Account Number
 GB82MIDL40450161009419

Branch Identifier Code
 MIDLGB2160P

Sortcode Account Number Sheet Number
 40-45-01 61009419 808

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
28 Feb 17	BALANCE BROUGHT FORWARD			44,113.13
01 Mar 17	ACR SUPPLEMENTARY LIST		1162.10 R221	
	ACR SUPPLEMENTARY LIST		115.45 R222	
	ADD MILLER WAITE LTD	1143.70		
	ACHQ 107303	1590.40		
	ACHQ 107304	1300.00		
	ACHQ 107308	1,200.71		
	ACHQ 107309	150.00		
02 Mar 17	ACHQ 107306	183.35		42,005.87
	ACHQ 107314	1214.50		
	TFR 404501 31162314 INTERNET TRANSFER	1263.84 TRF 37		
	VIS DVLA VEHICLE TAX 0300 1234321	1295.00		41,149.18
03 Mar 17	ACR SUPPLEMENTARY LIST		SLDC 1,084.80 R223	42,233.98
06 Mar 17	ACR SUPPLEMENTARY LIST		140.00 R224	
	ADD GOCARDLESS LTD	1274.80		
	ACHQ 107295	1785.50		
	ACHQ 107299	1,129.16		
	ACHQ 107311	150.00		
07 Mar 17	ACHQ 107294	140.00		39,934.52
	ACHQ 107305	135.52		
08 Mar 17	ACR SUPPLEMENTARY LIST		1,000.00 R225	39,859.00
	ACHQ 107316	150.00		40,809.00
09 Mar 17	ACHQ 107317	1840.00		39,969.00
13 Mar 17	ACR SUPPLEMENTARY LIST		150.00 R226	40,019.00
14 Mar 17	ADD UNITED UTIL WATER FIRST PAYMENT	182.65		
	BALANCE CARRIED FORWARD			39,936.35

1 March to 31 March 2017

Your Statement

Account Name
Ulverston Town Council

Sortcode 40-45-01 **Account Number** 61009419 **Sheet Number** 809

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
	BALANCE BROUGHT FORWARD			39,936.35
	ΛVIS HOME & FINANCE CLI ULVERSTON Λ	Λ429.12 Λ		39,507.23
15 Mar 17	ΛCHQ 107276 Λ	Λ25.10 Λ		39,482.13
17 Mar 17	ΛCR SUPPLEMENTARY LIST ΛSO JAYNE KENDALL UTC SALARY		SLDC Λ379.68 R217A	
	ΛSO SUSAN YATES UTC SALARY	Λ2,088.52 Λ		
20 Mar 17	ΛCHQ 107292 Λ	Λ1,212.82 Λ		36,560.47
21 Mar 17	ΛCR SUPPLEMENTARY LIST ΛDR TOTAL CHARGES TO 27FEB2017 Λ	Λ1,251.74 Λ	Λ349.00 R218A	35,308.73
27 Mar 17	ΛDD SOUTHERN ELECTRIC Λ ΛDD SOUTHERN ELECTRIC Λ ΛCHQ 107321 Λ ΛCHQ 107325 Λ ΛCHQ 107329 Λ ΛCHQ 107332 Λ ΛTFR 404501 31162314	Λ19.15 Λ Λ114.20 Λ Λ29.30 Λ Λ536.64 Λ Λ133.91 Λ Λ45.84 Λ Λ1,203.60 Λ		35,638.58
28 Mar 17	ΛCR SUPPLEMENTARY LIST ΛTFR 404501 31162314 INTERNET TRANSFER	Λ90.00 Λ TRF 38	245-83 R229 161-50 R230 Λ407.33 -7 Λ	33,485.09
29 Mar 17	ΛCR SUPPLEMENTARY LIST ΛCHQ 107319 Λ ΛCHQ 107320 Λ ΛCHQ 107324 Λ ΛCHQ 107328 Λ ΛCHQ 107330 Λ ΛCHQ 107334 Λ	Λ300.00 Λ TRF 39 Λ141.60 Λ Λ140.00 Λ Λ10.00 Λ Λ67.44 Λ Λ144.00 Λ Λ50.00 Λ	SLDC Λ900.00 Λ Λ600.00 R231 Λ380.00 R232	33,592.42
30 Mar 17	ΛCR SUPPLEMENTARY LIST ΛDD UNITED UTIL WATER FIRST PAYMENT Λ		Λ400.00 R233 Λ UCP	33,669.38
	ΛCHQ 107333 Λ	Λ52.34 Λ		
31 Mar 17	ΛDD UNITED UTIL WATER FIRST PAYMENT Λ ΛCHQ 107335 Λ ΛVIS POST OFFICE COUNT ULVERSTON Λ	Λ1,200.71 Λ Λ40.37 Λ Λ576.00 Λ Λ10.40 Λ		32,816.33
31 Mar 17	BALANCE CARRIED FORWARD			32,189.56
				32,189.56



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1 March to 31 March 2017

Your Statement

Account Name
Ulverston Town Council

Sortcode **Account Number** **Sheet Number**
40-45-01 61009419 810

Information about the Financial Services Compensation Scheme

Your deposit is eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (www.hsbc.co.uk).

Credit Interest Rates	<i>balance</i>	<i>AER variable</i>
Credit interest is not paid		

Debit Interest Rates	<i>balance</i>	<i>EAR variable</i>
Debit interest		21.34 %



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Your Statement

Ulverston Town Council
 Ulverston Town Council
 County Square
 Ulverston
 Cumbria
 LA12 7LZ



063072_120 5/ 8 00001 75251 14993 32000

Account Summary

Opening Balance	32,189.56
Payments In	115,501.82
Payments Out	10,952.75
Closing Balance	136,738.63

1 April to 30 April 2017

Account Name
 Ulverston Town Council

International Bank Account Number
 GB82MIDL40450161009419

Branch Identifier Code
 MIDLGB2160P

Sortcode Account Number Sheet Number
 40-45-01 61009419 811

Your Business Current Account details

Date	Payment type and details	Paid out	Paid in	Balance
31 Mar 17	BALANCE BROUGHT FORWARD			32,189.56
03 Apr 17	DD MILLER WAITE LTD	143.70		
	CHQ 107323	254.90		
	CHQ 107326	300.00		
	CHQ 107337	1,407.60		
04 Apr 17	CR SUPPLEMENTARY LIST		349.00 0011	30,083.36
	VIS IMPERATIVE / DEFIB		UCP	
	M'CHESTER M44	238.80		
05 Apr 17	DD GOCARDLESS LTD	274.80		30,193.56
	CHQ 107327	56.75		
06 Apr 17	DD BRIT GAS BUSINESS			29,862.01
	FIRST PAYMENT	1,699.05		
07 Apr 17	DD BRIT GAS BUSINESS	43.55		28,162.96
10 Apr 17	CR SUPPLEMENTARY LIST			28,119.41
12 Apr 17	CHQ 107331		50.00 R0021	28,169.41
18 Apr 17	CR SUPPLEMENTARY LIST	175.00		27,994.41
	SO JAYNE KENDALL		50.00 R0031	
	UTC SALARY	2,088.52		
	SO SUSAN YATES			
	UTC SALARY	1,212.82		24,743.07
19 Apr 17	DR CASH POSTOFF APR19			
	COUNTY SQUAR@10:16	50.00		
	TFR 404501 31162314			
	INTERNET TRANSFER	150.00 TRF001		
	VIS POST OFFICE COUNT			
	ULVERSTON	26.10		24,516.97
20 Apr 17	DD MILLER WAITE LTD	471.00		
	CHQ 107336	225.00		
	BALANCE CARRIED FORWARD			23,820.97



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Your Statement

Ulverston Town Council
 Ulverston Town Council
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 Ulverston
 Cumbria
 LA12 7LZ



059908_116 1/ 2 00001 33851 7212 32000

Account Summary

Opening Balance	87,274.96
Payments In	1,744.79
Payments Out	0.00
Closing Balance	89,019.75

27 March to 26 April 2017

Account Name
 Ulverston Town Council

International Bank Account Number
 GB88MIDL40450131162314

Branch Identifier Code
 MIDLGB2160P

Sortcode Account Number Sheet Number
 40-45-01 31162314 101

Your Business Money Manager details

Date	Payment type and details	Paid out	Paid in	Balance
26 Mar 17	BALANCE BROUGHT FORWARD			87,274.96 £
27 Mar 17	TFR 404501 61009419 INTERNET TRANSFER			
28 Mar 17	TFR 404501 61009419 INTERNET TRANSFER		90.00	87,364.96
19 Apr 17	TFR 404501 61009419 INTERNET TRANSFER		300.00	87,664.96
20 Apr 17	TFR 404501 61009419 INTERNET TRANSFER		150.00	87,814.96
24 Apr 17	TFR 404501 61009419 INTERNET TRANSFER		150.00	87,964.96
26 Apr 17	BALANCE CARRIED FORWARD		1,054.79	89,019.75
				89,019.75 £

Information about the Financial Services Compensation Scheme

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Credit Interest Rates				Debit Interest Rates	
		balance	AER variable	balance	EAR variable
	upto	100,000	0.04 %	Debit interest	20.97 %
from	100,000 to	250,000	0.06 %		
from	250,000 to	1,000,000	0.07 %		
	over	1,000,000	0.08 %		

Date	Description	Reference	Payment Ref	Spent	Received	
x 01-Mar-17	Payment: Miller Waite Ltd	470	DD	143.70		Reconciled
x 01-Mar-17	Payment: Prudential	428	107309	50.00		Reconciled
x 01-Mar-17	Payment: JS Contract Cleaning Ltd	421	107303	590.40		Reconciled
x 01-Mar-17	Payment: Miscellaneous	R222	R222		15.45	Reconciled
x 01-Mar-17	Payment: The Gill	R221a	R221a		162.10	Reconciled
x 01-Mar-17	Cumbria Local Gov Pension	427		1,200.71		Reconciled
x 01-Mar-17	Payment: Healthmatic	423	107304	300.00		Reconciled
x 02-Mar-17	Payment: DVLA	452	Visa	295.00		Reconciled
x 02-Mar-17	Payment: Talk Talk Business	425	107306	83.35		Reconciled
x 02-Mar-17	Payment: Duddon Hire	432	107314	214.50		Reconciled
x 02-Mar-17	Bank Transfer to Ulverston Town Council (Res).		Trf 37	263.84		Reconciled
x 03-Mar-17	Payment: sldc	R223	R223		1,084.80	Reconciled
x 06-Mar-17	Payment: TI Payroll & Accounting	469a	DD	274.80		Reconciled
x 06-Mar-17	Payment: Hillarys	411//412	107295	785.50		Reconciled
x 06-Mar-17	Payment: sldc	416	107299	1,229.16		Reconciled
x 06-Mar-17	Payment: Mr. Les Tallon	430	107311	50.00		Reconciled
x 06-Mar-17	Payment: Mrs. Butler	R224	R224		40.00	Reconciled
x 07-Mar-17	Payment: Paul Devlin Ltd	410	107294	40.00		Reconciled
x 07-Mar-17	Payment: MB Digital Ltd	424	107305	35.52		Reconciled
x 08-Mar-17	Payment: Mr. A. Brew	434	107316	50.00		Reconciled
x 08-Mar-17	Payment: sldc	R225	R225		1,000.00	Reconciled
x 09-Mar-17	Payment: Greaves Tree Services	435	107317	840.00		Reconciled
x 13-Mar-17	Payment: Mrs. S. Mills	R226	R226		50.00	Reconciled
x 14-Mar-17	Payment: Home & Finance	463	Visa	429.12		Reconciled
x 14-Mar-17	Payment: United Utilities	475	DD	82.65		Reconciled
x 15-Mar-17	Payment: John Lamb	385	107276	25.10		Reconciled
x 17-Mar-17	S. Yates	SO		1,212.82		Reconciled
x 17-Mar-17	J. Kendall	SO		2,088.52		Reconciled
x 17-Mar-17	Payment: sldc	R227	R227		379.68	Reconciled
x 20-Mar-17	Payment: Cruden Property Services	407/408	107292	1,251.74		Reconciled
x 21-Mar-17	Payment: HSBC	471	DD	19.15		Reconciled
x 21-Mar-17	Payment: Laurel & Hardy Museum	R228	R228		349.00	Reconciled
x 27-Mar-17	HM Revenue & Customs	464		1,203.60		Reconciled
x 27-Mar-17	Payment: Viking	460	107329	45.84		Reconciled
x 27-Mar-17	Payment: Southern Electric	474	DD	114.20		Reconciled
x 27-Mar-17	Payment: E.On	456	107325	133.91		Reconciled
x 27-Mar-17	Payment: Southern Electric	479	DD	29.30		Reconciled
x 27-Mar-17	Payment: JS Contract Cleaning Ltd	450	107321	536.64		Reconciled
x 28-Mar-17	Bank Transfer to Ulverston Town Council (Res).		Trf 38	90.00		Reconciled
x 28-Mar-17	Payment: DVLA	R229-R230	R229/R230		407.33	Reconciled
x 29-Mar-17	Payment: Talk Talk Business	459	107328	67.44		Reconciled
x 29-Mar-17	Payment: sldc	461	107330	414.00		Reconciled
x 29-Mar-17	Payment: Prudential	466	107334	50.00		Reconciled
x 29-Mar-17	Payment: Ulverston Coronation Hall	449	107320	140.00		Reconciled
x 29-Mar-17	Payment: Paul Devlin Ltd	448	107320	141.60		Reconciled
x 29-Mar-17	Payment: Town Lands	455	107324	10.00		Reconciled
x 29-Mar-17	Bank Transfer to Ulverston Town Council (Res).		Trf 39	300.00		Reconciled
x 29-Mar-17	Payment: sldc	R231	R231/232		900.00	Reconciled
x 30-Mar-17	Cumbria Local Gov Pension	465		1,200.71		Reconciled
x 30-Mar-17	Payment: United Utilities	480	DD	52.34		Reconciled
x 30-Mar-17	Payment: T J Varley	R233	R233		400.00	Reconciled
x 31-Mar-17	Payment: Post Office Ltd	482	Visa	10.40		Reconciled
x 31-Mar-17	Payment: United Utilities	481	DD	40.37		Reconciled
x 31-Mar-17	Payment: Integrated Water Services	467	107335	576.00		Reconciled
				16,711.93	4,788.36	
	Bank balance	£ 44,113.13				
	Income	£ 4,788.36				
	Expenditure	£ 16,711.93				
	TOTAL	£ 32,189.56	£ 32,189.56			
	Minus Unreconciled Cheques	£ 2,719.25				
		£ 29,470.31				
	End Bank Balance					
	Items not on system:					

Trial Balance

Ulverston Town Council As at 31 March 2017

Account	Debit	Credit	YTD Debit	YTD Credit
Revenue				
Allotment Deposits (211)		50	-	2,000
Allotment Rental (274)		-	-	10,568
Christmas Lighting Donations (275)		-	-	9,616
Community Infrastructure Levy (214)		-	-	335
Councillors Project Allowances (216)		1,555	-	1,555
Green Spaces Little Hoad & Gill (217)		-	-	15,800
Interest Income (270)		7	-	37
Miscellaneous Receipts (213)		1,144	-	26,391
Precept from SLDC (200)		-	-	175,548
Precept Grant from SLDC (272)		-	-	15,837
Public Donations: Hoad Monument (207)		40	-	7,905
Twinning Civic Events (215)		-	-	297
WC Coin income Brogden St (205)		-	-	161
WC Coin income Gill (206)		324	-	2,571
WC's Grant from SLDC (204)		-	-	15,500
Expenses				
Allotment Deposit Refunds (4711)	-		-	500
Allotment Expenses (4704)	580		-	10,375
Audit & Accountancy fees (401)	180		-	4,120
Bank Fees (404)	37		-	556
Charter Festival (4702)	-		-	1,451
Christmas Lighting and Town Dressing (4700)	171		-	35,871
Community Grants (343)	250		-	17,300
Contract/Main Photocopier & Computer (474)	424		-	5,169
Council and Community Projects (4710)	8,750		-	21,557
Deputy Mayors Allowance (333)	-		-	387
Direct Salaries (320)	5,621		-	69,765
Employers National Insurance (479)	417		-	5,137
Fesitival Grants (342)	-		-	5,500
Gen Civic Events (331)	-		-	3,051
Green Spaces Little Hoad and Gill (4703)	-		-	8,034
Hire of Supper Room (4713)	-		-	1,150
Insurance (433)	-		-	4,461
Laurel and Hardy Statue (4708)	-		-	506
Miscellaneous Expenditure (322)	383		-	26,316
Office and IT equipment (463)	38		-	939
Office Repairs and running costs (4712)	531		-	7,104
Postage, Freight & Courier (425)	22		-	1,233
Public Conveniences (4706)	772		-	15,026
Rent (469)		1,085	-	3,444
Repairs & Maintenance (473)	175		-	1,279

Trial Balance

Account	Debit	Credit	YTD Debit	YTD Credit
Sir John Barrow Cottage (4707)	12		549	
Sir John Barrow Monument Expenses (4705)	2,455		11,826	
Subscriptions and Licenses (485)	964		1,191	
Telephone & Internet (489)	56		800	
Town Mayors Allowance (332)	-		2,438	
Town Twinning Civic Expenses (330)	-		1,002	
Training & Travel (480)	-		738	
UTC Website and Newsletter (4709)	-		320	
Assets				
Petty Cash Account		17	6	
Ulverston Town Council		11,924	32,190	
Ulverston Town Council (Res)	661		87,665	
Liabilities				
Accounts Payable (800)	3,762			6,432
Accruals (805)		10,709		10,709
Historical Adjustment (840)		-		-
Net Wages (827)	-			-
NIC & Paye Payable (826)		-		10
Pensions Costs (482)	918			628
Rounding (860)		-		-
VAT (820)	219		12,200	
Equity				
Reserves (950)		-		58,375
Retained Earnings (960)		545		40,882
Total	27,400	27,400	401,158	401,158

**INTERIM HALF YEAR REPORT BY THE INTERNAL AUDITOR
1ST APRIL 2016 – 30TH SEPTEMBER 2016
FINANCIAL YEAR ENDING 31ST MARCH 2017**

Internal Auditor's Certification to Ulverston Town Council

The Accounts and Audit (England) Regulations 2011 part 4 requires a Council to display (for a period of 14 days prior to 30th September), the Notice of Conclusion of Audit, and the relevant sections of the Annual Return in one or more conspicuous places/s, (including a website) other than the minutes, advising the public that the audit has been completed.

The clerk has undertaken the requirement and the Council has complied with the regulations.

The Council received a qualified audit report from the External Audit, matters arising, which were required to be brought to the attention of the Council, were received and noted. The return of the Annual Governance statement was notified to Council and recorded in the minutes 19th December 2016 Minute No. V123.

I confirm I have, on the 28th February 2017 undertaken an internal audit for the period 1st April – 2016 -30th September 2016 in accordance with the Account and Audit Regulations (England) 2011 as outlined in the schedule previously circulated and approved by Council and incorporating any new requirements as outlined in "Governance and Accountability for Local Councils" A Practitioners' Guide (England) March 2016

I report as follows and append recommendations, which will ensure that the council becomes fully compliant with the Accounts and Audit Regulations therefore ensuring good governance and transparency ensuring the confidence of the electorate.

Proper Bookkeeping

The Council compiles its annual accounts on an Income and Expenditure basis. Primary Accounts are kept on an Excel spreadsheet, which allocates all spending to the appropriate budget heading. All records are balanced monthly. Random checks revealed no arithmetical errors. The External Accountant validates the financial information and produces year-end accounts.

Financial Regulations and Standing Orders

The Council has adopted and published on the website appropriate Financial Regulations and Standing Orders.

Payment Controls

All payments are recorded in the primary accounts under the appropriate budget heading. A comprehensive schedule of payments is prepared for approval of the Finance and Grants Committee.

Invoice Procedure – Competitive Tendering Procedures

There is a clear audit trail to invoices and cheques and a sound system of internal control. A random check was made on cheques over £2000.00

All had been competitively sourced and adhered to the principle of best value.

VAT

Claims are submitted quarterly which facilitates the early return of repayments of VAT to the Council. Claims are up to date as at 30th September 2016

Repayments are made by BACs to the Council's account.

Sct 137 Grant Payments

Ulverston Town Council is a General Power of Competence Council which was confirmed, as required, at the meeting held on 18th July 2016 Minute No. V54 b. This is the Power of "first resort" making Sct 137 rarely applicable.

Minutes

These are correctly numbered and paginated and a master copy kept securely.

Risk Management and Documentation

Risk Assessment documents and Risk Policy documents will be scrutinised at the Year end inspection.

Internal Financial Controls

There is a clear audit trail from primary financial records. The Council actively monitors public money spends in response to RFO reports, subsequently authenticates documents and cheque book stubs.

Budget Control

The budget is set in time to comply with the District Council's timetable. There is periodic monitoring of the budget. It is the role of the council to actively manage and control budget spends. Evidence of this is to be recorded in the minutes where council "vires" under and overspends to produce an amended budget.

The virements produce a subsequent balanced budget

Cash Reserves

It is a function of the Internal Audit to give an opinion on whether cash reserves are adequate or excessive as recommended by External Audit (i.e. a working balance of six to twelve months expenditure).

Income Controls

Income from all sources is promptly banked and there are checks in place to segregate cash collection from the banking procedures.

Clerk's Expenses/Petty Cash

All expenditure is regularly reported and allocated to budget heads with VAT Identified.

Payroll Control, PAYE, HMRC

All payments reflect salary scales approved by Council. Returns to HMRC are up to date.

Asset Controls

An asset register of all community assets is prepared annually.

Insurance

Statutory and other insurance is in place and all assets, which are index linked are held on cover.

Bank Reconciliations

These are completed monthly on receipt of bank statements and accurately reflect the financial position of the council for each period.



Internal Auditor
28th February 2017

While agreeing statements and completing Section 4 of the Annual internal audit report 2016/17, which verifies the council's objectives were being achieved, concern is raised at the ambiguity between the two accounting and reporting systems in use by Ulverston Town Council. Notes below refer to lettered sections in Section 4 of the Annual Return.

The following recommendations are outlined with the aim of assisting the council to comply with Audit Regulations and to enable the Council to verify the validity of assertions in the Annual Governance Statement on the Annual Return.

	CONTROL	COMMENT	RECOMMENDATION
NOTE 1	A. Appropriate accounting records have been kept properly throughout the year. J.were supported by an adequate audit trail	The Xero accounting package is wholly appropriate for a small business. The council officers are familiar with the data input.	The external accountant requires to be familiar with Local Government Account & Audit Regulations to ensure the final accounts are compliant. A full audit trail is required to provide clarity to the Town Clerk , Councillors and members of the public.
NOTE 2	E. & F Vat is appropriately accounted for.	There is significant discrepancy between the in-house VAT reclaims checked and verified against payments throughout the year and the end of year VAT control account produced by Xero	The external accountant has agreed to clarify the situation and produce a quarterly VAT return for the next period, which would adjust any underclaim by the Council. Future claims should be either be submitted by the Xero operator or a full audit trail be provided to the Council Officers.
NOTE 3	I. Periodic and year-end bank reconciliations were properly carried out.	Xero carried out periodic reconciliations. The year-end consolidated bank reconciliation includes transfers between bank accounts and seriously inflates the income and expenditure of the Council.	That future periodic bank reconciliations are produced manually monthly. All transfers between accounts should be removed to accurately reflect the true financial transactions of the Council.

All the above has been discussed with the Town Clerk who is to prepare a report for the full consideration of the Council to ensure that future accounts adhere to requirements and are transparent. G.D. Airey – Internal Auditor. 12th June 2017.

**YEAR END REPORT BY THE INTERNAL AUDITOR
FINANCIAL YEAR ENDING 31 MARCH 2017**

Internal Auditor's Certification to Ulverston Town Council

I confirm I have, on the 17th May 2017 undertaken an internal audit for the period 1st October 2016 - 31st March 2017 in accordance with the Account and Audit Regulations (England) 2015 as outlined in the Audit Plan approved by Council and incorporating any new requirements as outlined in "Governance and Accountability for Local Councils" A Practitioners' Guide (England) March 2016

The Council has a statutory duty to complete an Annual Return each year. Within the Annual Return there is an annual internal audit report (section 4) that provides assurances on a range of agreed control objectives.

This year-end report supplements the interim half- year report. The objectives below were tested to verify compliance with the Account and Audit Regulations.

Further, a follow up was made on actions taken to address issues raised by the External Auditor at the conclusion of the 2015-16 Audit, and the subsequent items drawn to the attention of the Council at the Interim Audit, carried out by the Internal Auditor mid year 2016-17

The Council received notification of the receipt of the Annual Return 2015-16, together with notification of any matters arising at the meeting held on 19th December 2016 Minute No V 123

1. Proper Bookkeeping

The Council outsources financial management accounts to an external accountant who operates the commercial accounting package – Xero, which is comprehensive and fulfils the requirements needed to complete all monthly and cumulative Income and Expenditure counts as required by the Regulations, as Ulverston Town Council exceeds Income and/or Expenditure in excess of £200k.

All income and expenditure is coded to the Council's budgeted headings, allowing immediate identification of spending in each budget sector and enables monthly control accounts to be produced for budget comparisons.

SEE NOTE 1.

2. Standing Orders/Financial Regulations/Transparency Legislation

The Council, at the meeting held in May 2017, reviewed and adopted Financial Regulations and Standing Orders

The Council is fully compliant with Transparency Legislation as all required documents are published on the Council website by the prescribed dates.

3. Payment Controls

A sample of payments of invoices was made which had been paid in the period. All comply with Financial Regulations and adhere to the principle of Best Value. A schedule of payments is presented to Council for authorisation prior to the release of funds.

4. VAT

Vat has been recorded and quarterly submissions to HMRC for the reclaim of vat on expenditure have been submitted in a timely manner. Repayments are made directly into the Council bank account.

SEE NOTE 2.

5. LGA Sct 137 Payments

Ulverston Town Council is a General Power of Competence Council and therefore would use this "power of first resort", Sct 137 is not applicable.

6. Risk Management

The risk assessment documents were presented to Council, reviewed and adopted at the meeting held on

7. Internal Financial Controls

There is clear evidence by checks, dates and signatures on relevant documents e.g. invoices, financial statements, schedule of payments, bank reconciliations and chequebook stubs that the Council is in control of the use of public monies.

8. Register of Interest

Copies of all documentation are retained on file and members fulfil their obligation to advise and declare as appropriate and update their personal register.

9. Budgetary Control

A correct budget process is in place and the budget is monitored.

The accounting method enables immediate identification of monthly and cumulative spends to each budget heading. The financial reports presented by the RFO enable the council to readily address any budget under/overspends and if necessary make the relevant virements.

10. Cash Balances at the Bank

The balances at the bank as at the 31st March 2017 is considered adequate to enable the Council to fulfil budgeted expenditure, delivery planned projects and retain an adequate cash flow.

11. Income Controls

Expected income was fully received, based on correct prices, properly recorded and promptly banked.

12. Petty Cash

Petty cash expenses are reported to the relevant meeting.

Sums drawn are allocated to the appropriate budget head and VAT is identified and claimed.

13. Payroll Controls

PAYE/NIC records are undertaken externally and are properly operated and up to date. All statutory payments to HMRC and Pension provider have been made. The accuracy of the deductions and payments has not been confirmed.

14. Asset Control

The Asset Register was reviewed and adopted at the meeting held on 21st November 2016 Minute No. V106.d. All assets are adequately covered by insurance.

15. Bank Reconciliation

The core cash accounts are reconciled to the bank statements monthly and state the financial position of the council.

SEE NOTE 3

16. Year End Accounts

Ulverston Town Council produces accounts on an Income and Expenditure basis, which is required, by the Accounts and Audit Regulations.

The assistance and cooperation of the Town Clerk and Assistant was greatly appreciated and the detailed in house financial records assisted the audit process.



Georgina D. Airey – Internal Auditor. 8th. June 2017

Attached See Notes.

Also refer to interim report and recommendations.

Refer to Audit Report dated 31st March 2014

- V88 **Policy and General Purposes Standing Committee.** Introduced by Cllr C. Pickthall.
- 88.1 Council **noted** the minutes of the previous meeting (Attached)
Proposed: Cllr C. Pickthall. Seconded Cllr J. Jenkinson. Unanimously approved.
- 88.2 Neighbourhood Planning. Proposal: To establish a working group of up to 5 members to convene and to make recommendations to council during February 2017. To be chaired by the Mayor.
Proposed: Cllr C. Pickthall. **Seconded:** Cllr N.Bishop Rowe.
Approved by a majority. 7 for. 4 against.
- V89. **Finance and Grants Standing Committee:** Introduced by Cllr C. Pickthall
- 89.1 **Minutes.** Council **noted** the minutes of the previous meeting. (attached)
Proposed Cllr C Pickthall. Seconded Cllr P Smith. The date of the public health meeting will be changed in the minutes.
- 89.2 **External Audit.** Council **accepted** the qualified Annual Audit report for the year ended 31 March 2016 from external auditors BDO. The issues raised by BDO were noted and council resolved that chair of Finance and Grants committee would urgently meet with the councils accountants to underline the issues raised and ensure that all the cheques are recorded in the period they are written in. Further that all cheques written which have not cleared by the bank will be **included as unrepresented cheques** in the bank reconciliation at the end of the financial year.
- 89.3 **Office:** To **note** progress with the office. (Plan attached)
She said the building was due to be completed on 31 October. Staff would relocate during the middle of November at a date to be agreed and subject to the telephone/IT system working.
- 89.4 To **note** the outcome of the public consultation on the Sir John Barrow Cottage and to receive and discuss a subsequent proposal from Cllr C. Pickthall to meet with Greenlane Archeology and others to discuss the outcome of the survey and to report back to council. **Proposed:** Cllr C. Pickthall. Seconded Cllr. J. Pickthall. Unanimously approved
- 89.5 **Payments:** Council **approved** payment of accounts for UTC for October and nominated Cllr D Webster and Cllr H Irving to sign cheques.
- V90 **Other Matters:**
- Cllr M. Wilson. Fire station doors. The senior office in Ulverston confirmed that there is a difficulty with opening the very heavy red doors at the front of the building. Fire engines have been going out the other way until this is resolved but this has also caused challenges as the space is restricted. Moving the doors around is being considered.
- Cllr H. Irving. New hairdressers open near Harrison Coward. She asked that the company be asked to put the A board near to the door to stop obstructing pedestrians.

Jim Wilson

SLDC/CCC Report:

Cllr Wilson presented a written report to members and the public present about his work at SLDC and CCC.

- V82. **Town Planning:**
SL/16/0864 90 Market Street, Ulverston Miss. V. Muzalewski. **Approve.**
- V83. Council **noted** the minutes and reports from external organisations:
Ulverston BID. Ulverston Community Enterprises.
Albert Twinning Committee. Air Training Corp. St Johns Ambulance.
- V84 **September Charter Fair:** Introduced by Cllr. H. Irving.
Proposal: This Council write to the organisers of Taylor's Fair and request that the fairs' annual visit to Ulverston avoid the week of Lantern Festival and that the September visit more closely observes the original Charter document which states "(sic) and also every year a fair lasting three days. That is to say on the Vigil, the day and the morrow of the Nativity of the Blessed Mary – 7, 8, 9 September - unless this market and fair are to the damage of neighbouring markets and Fairs..... "and that contact also be made with the Town Lands Trust and South Lakeland District Council on the matter.
Cllr P.Smith said that the Lantern Procession committee did not consider the matter to be a problem. Cllr J Pickthall said that no matter when the fair was held it would bring in a significant amount of people. Shops and cafes reported that they did good business during the weekend. Cllr C Pickthall said that the police had reported no significant problems during the weekend. Cllr Halfpenny reported that the position of the fair made it difficult to get into the public toilets. This should be included within the letter to the Taylors.
Proposed: Cllr H. Irving. **Seconded:** Cllr P. Halfpenny. **Approved by majority, one against.**
- V85. **Concrete Batching Plant at Lindal-in Furness:** Introduced by Cllr C. Pickthall.
Proposal: This Council offers total support to Lindal and Marton Parish Council and the people of Lindal and Marton in their campaign to prevent the building of a Concrete Batching plant alongside the A590 in the parish.
Proposed: Cllr C. Pickthall. **Seconded.** Cllr. Paul Smith. **Unanimously approved.**
- V86 **Removal of Telephone Box.** Introduced by Cllr N. Bishop Rowe.
Proposal: BT intends to remove a pay telephone box on Oakwood Drive. This council to consult with BT to understand why this is happening and if there are further proposals to remove pay phones in Ulverston.
Proposed: Cllr Bishop Rowe. **Seconded:** Cllr P. Halfpenny. **Approved by majority.** Cllr D Smith abstained.
- V87. **Sunday - cleansing in town centre.** Introduced by Cllr J. Pickthall.
Proposal: This council urges SLDC to re-instate the street cleansing of Ulverston Town Centre retail area on Sunday mornings with immediate effect.
Proposed: Cllr J. Pickthall. **Seconded:** Cllr J. Jenkinson. **Unanimously approved.**

ULVERSTON TOWN COUNCIL

Town Clerk: Mrs. Jayne Kendall
Town Mayor: Cllr. Paul Smith
Deputy Mayor: Cllr. David Webster



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Facebook: Follow us on Facebook

Office Hours: Monday - Thursday 8.00am – 5.00pm
Friday - 8.00am – 2.00pm

Minutes of the Meeting of Ulverston Town Council held in the Coronation Hall on Monday 19 June 2017 at 7.00pm.

Present: Cllr's P. Smith (Chair), J. Airey, N. Bishop Rowe, P. Halfpenny, H. Irving, J. Jenkinson, P. Jones, C. Pickthall J. Pickthall, B. S. Rajan, P. Smith, D. Smith, C. Tennyson, A. Rigg, D. Webster, M. Wilson **Apologies:** J. Clough. A. Butcher, S. Webster
Also Present: Town Clerk, Public (1) Press (1) Police (1).

W23. Requests for Dispensations: None Received.

W24. Declarations of Interest:

Cllr. Jenkinson: Member of SLDC Planning Committee. UCE Board
Cllr. Irving: Member of SLDC Planning Committee
Cllr. J. Pickthall: Member of UCE Board
Cllr. P. Jones SL/2017/0464

W25. Town Mayor's Announcements.

- Attended the dinner in the monument to start the Food Festival.
- Thanked the organisers for the Another Fine Fest and said was an excellent attendance. The rubbish in the street was cleared on Sunday morning and he congratulated SLDC on this.
- Thanks to all involved in Civic Sunday and the donations to MIND
- He asked the town clerk to clarify the issue regarding the town clock. The clerk said that SLDC will return to resolve the issue with the electronic speakers.
- The mayor asked for nominations for a working group to respond to the Infrastructure Delivery Plan update from SLDC. Council is asked to respond by 12 July. Cllrs Irving, Jenkinson, J. Pickthall and Wilson were nominated together with the Mayor. The clerk was asked to contact SLDC to ask for an officer to attend.

W26. Public Participation: None

W27. Minutes: The minutes of the previous meeting held on 15 May 2017 were approved. **Proposed:** Cllr C. Pickthall. **Seconded:** Cllr Irving
Subject to the following amendments:

Cllr Tennyson: W013. Upact worked with all schools
Cllr Jenkinson: No longer on the Dickensian committee.

W28. Update:

Police.

Cumbria Force and the South Cumbria Area showing a rise in recorded crime and a reduction in ASB. Ulverston and Furness Policing team are showing a decrease in crime 135/150 and a fall in ASB 65/8

12 Month comparison

- Crimes, 380 compares to previous year 414
- ASB 209 calls for service previous year 249

During last 30 days in Ulverston:

- 35 reported crimes

The Weston Avenue issue had been resolved and chemicals had been removed from the house. In response to Cllr Wilson he said this was a 'one off' incident There had been an issue at an allotment where Cannabis was being grown. This was under investigation. Another Fine Fest went well and the organisers did a very good job.

Questions from Councillors:

Cllr Halfpenny. Cyclists travelling the wrong way up streets.

Police. This was not at the top of the police list of priorities, but if it was seen by an officer they would deal with it.

Cllr Jenkinson. The Festival was a credit to all concerned. She thanked the police for all their work on her ward recently. She asked that if there was some additional funding for CCTV that the police come to the council and discuss it.

Cllr Bishop Rowe. Thanked the police for resolving issues on his ward.

Cllr Smith. Asked if there were any further development on the Islamophobic leaflets that had been sent to some members. He said that this was being looked at by the counter terrorism team. She also said there was a problem with the length of time waiting for call to be answered to the 101 systems. It was agreed that the clerk would write to the PCC concerning this issue.

SLDC/CCC

Cllr Wilson presented a report on his work as a SLDC and CCC councillor.

W29. Planning:

SL/2017/0602 Gascow Farm, Priory Road, Ulverston. Rowland Homes

Decision postponed pending further information.

Council remains concerned about over development, Issues with the Aquifer running through the site with houses built on it or next to it, and concerned about water attenuation and the lack of a play area.

SL/2016/1109

Sir John Barrow Way, Ulverston.

Oakmere

Refuse.

Any decision on this application should only be made when the Environment Agency report has been completed and the outcome received.

5/2017/9003 Cumbria County Council Notification of withdrawal of planning application for Newlands Farm. **Noted**

SL/2017/0076 Mountbarrow Service Station, Approve	Mr. David Flynn
SL/2017/0452/2 Queen Street, Ulverston. Approve	
SL/2017/0464 Ford Park, Ulverston Approve	Mrs Ali Algar
SL/2017/0370 11 Fountain Street, Ulverston. Refuse. Majority Decision	Mrs Nicola Diggle
SL/2017/0487 10 Beech Bank, Ulverston Approve.	Mr & Mrs Caine

- W30. Council noted minutes and reports from:**
UCE:17 May. 9 May: Twinning. AGM and General Meeting minutes.
Chair expressed concern about Twinning Chair Mr R Gill who was now Recovering from a recent illness.
- W31. Flag:**
RESOLVED: Protocol for flying flag on Market Street.
- W32. Cumbria Strategic Flood Partnership:**
RESOLVED: Cllr Butcher and Cllr Wilson to be nominated to stand.
- W33. Allotment Standing Committee:** The minutes were noted.
- W34. Finance and Grants Standing Committee:** Cllr C. Pickthall:
1. Minutes: The minutes were noted.
 2. Allotment charges. Council approved the decision not to increase allotment rents for 2017/2018
 3. **Internal Auditors Report:** Council noted and approved the annual auditors report for the end of the year 2016/2017
 4. Annual Return: Council approved the Annual Accounting Statement for 2016/2017.
 5. Bank Account: Council approved moving the council's bank accounts to the Cumberland Building Society. from the HSBC bank.
 6. Payments: Council authorised payments. Cllrs Jenkinson and D Smith to sign.
- W35. Other Matters:**
- Cllr J. Pickthall. Ulverston Open Gardens this weekend
 - Cllr Halfpenny. A date to be arranged for councillors to visit Ulverston Inshore Rescue.
 - Cllr C. Pickthall thanked Another Fine Fest organisers for not clashing with a concert at the Coro on Saturday evening.
- W36. Date of Next Meeting:**
Monday 17 July 2017 @ 7pm.