

Dr Janet Davis
Broadmayne Parish Council
Conygar Lodge
Conygar
Broadmayne
Dorset
DT2 8LX

Date: 19 September 2019
Reference: WD/D/16/00652/HW
Contact: Mr Huw Williams
☎ 01305 228264
✉ huw.williams@dorsetcouncil.gov.uk

Dear Dr Davis

Town and Country Planning Act 1990 (as amended)

Application reference: WD/D/16/000652

Proposed development at: Land south of Warmwell Road, Crossways, Dorset
DT2 8BG

Description of development: Extraction of up to 131,000 tonnes of sand and gravel,
new vehicular access onto B3390 Warmwell Road

Applicant: HMG Bond

I refer to above application for planning permission which was submitted to Dorset County Council in March 2016 and is now before Dorset Council pending determination.

Consultation was undertaken on the application in 2016 but the application has been held in abeyance pending the resolution of various matters on a related planning application for subsequent development at the application site (application WD/D/16/0378). Progress has now been made on those matters and Dorset Council has been asked to determine application WD/D/16/000652.

Application WD/D/16/000652 and any plans and documents submitted with the application can be inspected in Dorset Council's Offices at County Hall, Colliton Park, Dorchester, DT1 1XJ during normal working hours or online by entering the application reference into the application search field accessed via <https://plan.dorset.gov.uk>.

It is likely that application WD/D/16/00652 will be determined by Council officers under powers delegated to the Head of Planning. All representations previously submitted to Dorset County Council regrading application WD/D/16/00652 will be considered when the application is determined. Should you wish to make any further representations about the application these may be submitted online via the application web page or by writing to the Head of Planning, Dorset Council, County Hall, Colliton Park, Dorchester, DT1 1XJ by **10 October 2019** quoting the application reference.

Section 1 – Annual Governance Statement 2018/19

We acknowledge as the members of:

BROADMAYNE PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for 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 2019, that:

	Agreed		Yes means that this 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 authority to conduct its business or manage 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 authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and 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 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	N/A
			✓

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets should be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

3rd June 2019

and recorded as minute reference:

19/82 (b)

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

[Signature]
J.B. Davis.

Other information required by the Transparency Codes (not part of Annual Governance Statement)

Authority web address

www.broadmayne.org

Section 2 – Accounting Statements 2018/19 for

BROADMAYNE PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2018 £	31 March 2019 £	
1. Balances brought forward	158,292	39,480	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	25,800	26,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	12,053	27,879	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	5,644	5,756	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	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	151,021	17,562	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	39,480	70,041	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	39,480	70,041	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	30,168	30,168	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	NIL	NIL	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	No	The Council, as a body corporate, 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 2019 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

J.B. Davis

Date 28th May 2019

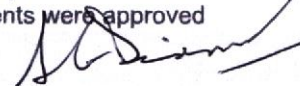
I confirm that these Accounting Statements were approved by this authority on this date:

3rd June 2019

as recorded in minute reference:

19/82(d)

Signed by Chairman of the meeting where the Accounting Statements were approved



Section 3 – External Auditor Report and Certificate 2018/19

In respect of

Broadmayne Parish Council- DO0019

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2019; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability 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 External auditor report 2018/19

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

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

None

3 External auditor certificate 2018/19

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2019.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

19/09/2019

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2018/19 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Green Scheme Solutions Ltd

22 Morley Drive
Yelverton, Devon, PL20 7UY
United Kingdom
Telephone: 01822 855427
Email info@greenschemeltd.co.uk



Issued To:

Janet Davis
Broadmayne Parish Council
Broadmayne

SALES QUOTE

Issue Date 07/09/2019
Expiry Date 07/10/2019
Customer Code BRO001
Number SQ-263

Description	Qty/Hrs	Price/Rate	VAT %	Net Amt
Replacement bench boards, 47mm x 80mm x 2m (steel reinforced) in brown, 7 pieces required per bench	4.00	270.00	20.00	1,080.00
Replace old timber boards with recycled plastic boards - remove existing, fit new with new fixings, remove waste.	4.00	200.00	20.00	800.00
Carriage			20.00	95.00

VAT Rate	Net	VAT
Standard 20.00% (20.00%)	£1,975.00	£395.00

Net Amount	1,975.00
VAT Amount	395.00
TOTAL	£2,370.00

Terms and Conditions:

This quotation is valid for 28 days. We reserve the right to renegotiate the above prices should global raw material price movement occur.

Subject to standard terms and conditions of sale. Copies available on request.

Deliver To:

Janet Davis
Broadmayne Parish Council
Broadmayne

MEETING DATES FOR BROADMAYNE PARISH COUNCIL 2020

All meetings to begin at 7.30pm.

Day	Date	Meeting	Venue
Monday	06 January	Council	Methodist Church Hall
Monday	03 February	Council	Methodist Church Hall
Monday	02 March	Council	Methodist Church Hall
Monday	06 April	Council	Methodist Church Hall
Monday	04 May*	Annual Parish Council Meeting	Methodist Church Hall
Monday	11 May**	Annual Parish Meeting	Village Hall
Monday	01 June	Council	Methodist Church Hall
Monday	06 July	Council	Methodist Church Hall
Monday	03 August	Council	Methodist Church Hall
Monday	07 September	Council	Methodist Church Hall
Monday	05 October	Council	Methodist Church Hall
Monday	02 November	Council	Methodist Church Hall
Monday	07 December	Council	Methodist Church Hall

* Note that in 2020, the early spring Bank Holiday is going to be on Friday 8th May so that it coincides with the 75th anniversary of VE Day. This means that the Annual Parish Council meeting can take place on the first Monday in May.

** The annual Parish Meeting must be held between 1 March and 1 June. By holding it in May we are able to present the draft accounts for the previous financial year.

Janet Davis, Clerk to Broadmayne Parish Council