

**Minutes of the extra ordinary meeting of Upwood and the Raveleys Parish Council
Held in the Village Hall on Thursday 15th March 2012**

Councillors present, Mr C Bryce, Mr R Howe (Chairman), Mrs J Kirkby, Mr A Perkins, Mrs G Shelford and Mr K Sisman.

Also present: Ms T Rogers (Clerk) and 4 members of the public.

27/03-12 To receive and approve apologies for absence
Cllr Brown

28/03-12 Declaration of Interests
a) Councillors to declare any personal interest in any items on the agenda.
None
b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
None

29/03-12 Annual Accounts 2010/11
Following the internal audit the clerk handed the Annual Accounts to the Parish Council at the meeting held on the 5th March. The Council has had time to view these and a resolution is required to approve and sign the accounts in order that they can be sent off to the external auditor. Cllr Perkins proposed the accounts be accepted, Cllr Bruce 2nd, agreed unanimously therefore a motion was passed to this effect.

30/03-12 Parish Council Report As Read At the Meeting on the 5th March 2012
At the meeting held on the 5th March, the Chairman read aloud a report describing how the previous clerk managed to defraud the Parish Council leading to her conviction earlier this year. The Parish Council have taken time to reflect upon the report and a resolution to acknowledge this as the final document is required.
Prior to its reading at the previous meeting, the report had been reviewed by the legal department of the Cambridgeshire and Peterborough Administration of Local Councils organisation and by Huntingdonshire's democratic services department, both of which agreed the reports' content was acceptable following evidence revealed during the investigation of the previous clerk leading to her conviction for fraud.
The Chairman asked the councillors if they acknowledged the report and there was no dissent. The clerk accepted the acknowledgement as unanimous acceptance of the report.
The previous chair of the Parish Council, in post at the time to which the report refers, was present at this meeting. The clerk was asked to forward a copy of the report to him by e mail and should he wish to comment on its' content, he would be at liberty to do so at the next meeting. It was decided the report would not be publicised in any way but would be available as a public document if requested.

Close of meeting

The meeting was closed at 18.40.

Signed:

Date: