

Minutes of the meeting of the Council held on **Monday 5th June 2017** at **The Garth, Launton Road, Bicester OX26 6PS** to commence at **7.00 pm**.

Present:

Cllr Les Sibley - Chairman
 Cllr David Magee
 Cllr Melanie Magee
 Cllr Nick Mawer
 Cllr Debbie Pickford
 Cllr Lynn Pratt
 Cllr Dan Sames
 Cllr Les Sibley
 Cllr Jason Slaymaker
 Cllr Rose Stratford
 Cllr Lawrie Stratford

In Attendance:

Samantha Shippen – Chief Officer
 Angie Suter – Administrator

Minute Number	Agenda item No	
062/1718	1	<p>APOLOGIES</p> <p>RESOLVED that apologies be received from Cllr David Anderson, Cllr Nick Cotter, Cllr Jolanta Lis, and Cllr Richard Mould.</p>
063/1718	2	<p>DECLARATIONS OF INTEREST</p> <p>RESOLVED that no declarations of interest were received.</p>
064/1718	3	<p>MINUTES OF TOWN COUNCIL MEETING</p> <p>RESOLVED that the Minutes and RESOLUTIONS of the following meeting be confirmed:</p> <p>BTC02/1718 15 May 2017</p>
065/1718	4	<p>PUBLIC SESSION</p> <p>No members of the public present wished to speak.</p>
066/1718	5	<p>ANNUAL RETURN</p> <p>5.1 Annual Governance Statement 2016/17</p> <p>RESOLVED that Council considered and approved answering YES to the following statements:</p> <ol style="list-style-type: none"> 1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. 2. We maintained an adequate system of internal control, including

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067/1718	6	<p>measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.</p> <ol style="list-style-type: none"> 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. 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. 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. 6. We maintained throughout the year and adequate and effective system of internal audit of the accounting records and control systems. 7. We took appropriate action on all matters raised in reports from 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. <p>It was further RESOLVED that the Mayor and Chief Officer sign the Annual Governance Statement.</p> <p>5.2 Accounting Statements 2016/17</p> <p>RESOLVED that Council APPROVE the Accounting Statements for the year ended 2016/17 to be signed by the Mayor. Councillors wished to thank the Chief Officer and staff for their due diligence in preparing this report.</p> <p>5.3 Annual Internal Audit Report 2016/17</p> <p>RESOLVED that Council RECEIVE the Annual Internal Audit Report for 2016/17.</p> <p>DATE OF NEXT MEETING:</p> <p>Monday 10th July 2017 at 7:00pm</p> <p>CLOSE OF MEETING: 19:18 hrs</p>

P. P. [Signature] 10th July 2017