

# Little Oakley Parish Council

Email: [littleoakleypc@gmail.com](mailto:littleoakleypc@gmail.com)

## Minutes of the Extraordinary Meeting of Little Oakley Parish Council Held on Wednesday 7th June 2017

**Present:** Cllr Griffiths, Cllr Hunnaball, Cllr Griggs and Cllr Attrill

**Also Present:** District Cllr Bush

**Start Time 19.00**

Minutes taken by Jeanette Sands

Before starting the meeting, Cllr Griffiths explained that in the absence of a Parish Clerk he had taken the role of acting RFO. However, because of this he would not be able to Chair the meeting and asked for another Councillor to volunteer for this role. Cllr Hunnaball agreed to do this.

Proposed: Cllr Griffiths

Seconded: Cllr Griggs

Vote: All agreed

17/055 Apologies for Absence  
Apologies were received from Cllr Cullen and Cllr Steer

---

17/056 Declaration of Pecuniary or Non Pecuniary Interest  
Nothing was declared

---

17/057 Annual Return 2016-2017  
Cllr Griffiths read out the Annual Governance Statement in Statement 1 giving the nine accreditations. Councilors had no queries regarding anything in the statement. Acceptance of this was then asked for  
Proposed: Cllr Attrill  
Seconded: Cllr Griggs  
Vote: All agreed  
This was then signed by Cllr Hunnaball as Chairman and Cllr Griffiths as RFO

17/058 Annual Return 2016-2017

Cllr Griffiths gave Councilors copies of the Balances for the Year End Accounts for 2016-2017. These showed the balance brought forward values for end March 2016 and end of March 2017. Section 2 of the Annual Return was then discussed and accepted.

Proposed: Cllr Attrill

Seconded: Cllr Griggs

Vote: All agreed

Cllr Hunnaball as Chairman then signed the Return

Cllr Griffiths also told the meeting how Lucy Ballard, the Clerk for Harwich Town Council, had been very helpful with the process in the absence of a Parish Clerk.

Lucy had answered queries both by phone and in a meeting with both Cllr Griffiths and Jeanette Sands. Jeanette was asked to write to Lucy on behalf of the Parish Council to thank her for her help.

Proposed: Cllr Attrill

Seconded: Cllr Griffiths

The Meeting Closed at 7.20

---