



SheviocK Parish Council

The Bill Warren Room, SheviocK Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG
 Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: clerk@sheviocKparishcouncil.gov.uk

Assertion 10 states that we have put into place for the effective IT and Data management in accordance with proper practices during the year under review. (April 1st 2025- March 31st 2026). SheviocK Parish Council stated NO and also informed the internal auditor - please see the note by the internal auditor on her report section O "drafted but not yet signed"

This was due to a delay and oversight by the Clerk, who had 2 close family bereavements which delayed the drafting and adoption of the Parish Council's IT Policy. This has now been rectified. The IT policy was adopted at the meeting below and is also now published on the Parish website.

However we did meet the requirements of establishing the new gov.uk Councillor and Clerk emails plus our Parish Council website sheviocKparish.org.uk migrated and simplified to the new accessible sheviocKparishcouncil.gov.uk website.

The Minutes of the Extraordinary meeting of SheviocK Parish Council, held on Tuesday the 23rd of June 2026, at 12 noon in the Kennedy Room, SheviocK Memorial Hall, Crafhole. Present: Councillors: Chair Cllr W Evans, Cllr S. Medway, Cllr D Lester, Cllr L Jenkins, Parish Clerk Mrs N. Gray. There were no members of the public present.

1. **APOLOGIES.** Cllrs I Court, D. Humphreys and P Stone.
2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** None **GIFTS** None.
3. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None
4. **PUBLIC PARTICIPATION *Plus* RESPONSE TO PUBLIC PARTICIPATION.** None.
5. **IT POLICY.** Cllr Medway proposed, Cllr Lester seconded with All in favour to approve and adopt the SheviocK Parish Council IT Policy. The Chair signed and dated the policy. **Clerk** to Publish on the website.
6. **FINANCE ANNUAL AUDIT APRIL 1ST 2025 - MARCH 31ST 2026.**
 - a) **INTERNAL AUDITOR'S REPORT.** The Clerk had previously circulated all documents associated with the audit and accounts, including end of year budget reports. Auditor's report sheet. One item to note, on page 3 of the AGAR, point "O" states "No - drafted but not yet signed," as per the Parish Council's Governance Statement Assertion 10 states "no" as pending adoption of IT Policy. This has now been adopted see item 5 above.
 - b) **ANNUAL GOVERNANCE STATEMENT 2025/26.** Cllr Medway proposed, Cllr Jenkins seconded with All in favour to approve and sign as correct the Annual Governance Statement for 2025/26, as part of the Annual Return. Noting the earlier adoption of the IT Policy as raised within assertion 10, see item 5 above. The Chair signed and dated the Annual Governance statement.
 - c) **ACCOUNTING STATEMENT 2025/26** Cllr Jenkins proposed, Cllr Medway seconded, with All in favour to approve and sign the Annual Accounting Statement 2025/2026 as being correct. The Chair signed and dated the Accounting statement. **Clerk** to publish unaudited AGAR 2025/6. **Clerk** to place notice of Public rights. **Clerk** to send AGAR to external auditor.
19. **DATE OF NEXT Parish Council Meeting,** Monday July 13th 2026, at 7pm.
 The Chair declared the meeting closed at 12:03pm

Nancy Gray, Parish Clerk, Clerk's Office, SheviocK Memorial Hall, Crafhole, PL11 3DG. Telephone: 01503 232996
 Email: clerk@sheviocKparishcouncil.gov.uk

NB. A draft copy of the minutes of the previous Parish Council meetings is posted at:
www.sheviocKparishcouncil.gov.uk

