

HOATH PARISH COUNCIL – Extraordinary Meeting Notice and Agenda

Dear Councillors and Residents of Hoath,

19th June 2023

I hereby give you notice that the Extraordinary Parish Council meeting of Hoath Parish Council will be held in the Village Hall, Hoath, on Friday 23 June 2023 at 5.30pm.

All Members of the Council are summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below. The public are also invited and are welcome to attend, and before the meeting there will be a period of public questions.

- 1. Apologies.** Members are asked to receive apologies.
- 2. Declarations of Interest & Dispensation requests.** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
- 3. Annual Governance & Accountability Return 2022/23 (AGAR) - Internal Auditor's Report.** Members are advised that the Clerk received notification from the Internal Auditor on 13 June 2023, that all is in accordance with the Accounts and Audit Regulations 2003 and 2006, the Local Audit and Accountability Act 2014 and Smaller Authorities (Transparency Requirements) (England) Regulations 2015/494 and as directed in "Governance and Accountability for Local Councils in England & Wales: A Practitioners' Guide". Her report is detailed on page 4 of the Annual Governance and Accountability Return (AGAR) and members are asked to review this.
- 4. Annual Governance Statement (Section 1).** Members are asked to review and complete the Annual Governance Statement 2022/23 – page 5 of the AGAR. Chairman to sign and date
- 5. Annual Accounting Statements (Section 2).** Members are asked to review and approve the Accounting Statements 2022/23 – page 6 of the AGAR. Chairman to sign and date.
- 6. Certificate of Exemption.** Members are asked to review and approve the Certificate of Exemption for smaller authorities under £25,000 turnover. (Page 3 of the AGAR) Chairman and Responsible Financial Officer to sign and date.
- 7. Explanation of Variances and Bank Reconciliation 2022/23.** Members are asked to review and approve the explanation of variances and bank reconciliation.
- 8. Exercise of Public Rights.** Members are further asked to confirm the dates of the period for the exercise of public rights as commencing Monday 3 July 2023 until Friday 11 August 2023. Website and notice board to be updated Friday 30 June 2023.
- 9. Report of the Clerk and RFO:** To consider invoices for payment:
 - a. HMRC
 - b. Mrs D O'Brien (Internal Auditor)
- 10. Date of the next meeting:** The next Parish Council meeting is scheduled for 5.30pm on Monday 10th July 2023.

Caroline Read

Clerk and RFO to Hoath Parish Council