

Bramfield and Thorington Parish Council

Clerk: Karen Lewis : bramfieldandthoringtonclerk@gmail.com

NOTICE OF MEETING

Councillors are summoned to a Meeting of the Parish Council which will be held at Bramfield Village Hall, Bramfield, IP19 9HZ on Monday 24th June 2024 at 7pm.

Members of the public and the press are welcome to attend and may ask questions on Agenda items in the Public Session (Item 4) otherwise they are respectfully requested to remain silent during the meeting. Councillors and the public are advised the law permits any person to film, record, photograph or use social media to report on meetings of the Council open to the public:



Signature:

Clerk to Bramfield and Thorington Parish Council

Monday, 17th June 2024

Agenda:

1. **Welcome from the Chair**
2. **Apologies:** To receive any apologies for absence
3. **To receive Declarations of Interest and requests for dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Members may subsequently declare an interest at any point in the meeting
4. **Public Session:** The Chair will open the Meeting for no longer than 15 minutes for members of the public to give their views on issues on this agenda for a maximum of 2 minutes. Members of the public may not take part in the Parish Council meeting itself.
5. **To receive a report from County Councillor Richard Smith (if present)**
6. **To receive a report from District Councillor Paul Ashton (if present)**
7. **To consider the Minutes of the Meeting held Monday 13th May 2024 for accuracy and for the Chair to sign as a true record.**
8. **Planning Matters: (If any)**
9. **Clerk's Report**
 - 9.1. **New email addresses**

10. Finance Matters:

- 10.1.** To approve items on the Authorisation to pay Sheet (if any)
- 10.2.** Review & Approval of Internal Audit Report 2023-24
- 10.3.** Review & Approval of Internal Audit Report Response & Action Plan 2023-24
- 10.4.** Review of effectiveness of Internal Audit 2023-2024
- 10.5.** To approve the appointment of SALC for 2024-2025 as our Auditor
- 10.6.** To review and Approve the Statement of Accounts 2023-2024
- 10.7.** Review & Approval of Explanation of Variances 2023-24
- 10.8.** To review, approve and sign the Annual Governance Statement 2023-2024 (section 1 AGAR)
- 10.9.** To review, approve and sign the Accounting Statements 2023-2024 (section 2 AGAR)
- 10.10.** To review and approve Notice of Public Rights period which is proposed to be from Monday 1st July to Friday 9th August 2024
- 10.11.** To agree and sign the 'Certificate of Exemption' for 2023-24

11. Highways

12. Date of next meeting: Monday, 22nd July 2024 at 7pm

Councillors to forward any matters for the next Agenda to the Clerk by 1st July 2024