

Crudwell Parish Council

Minutes - **Extraordinary Meeting of Crudwell Parish Council**
Held in Crudwell Village Hall on Wednesday 29th May 2024 at 7.00pm.

Present: Cllrs R Hamilton-Lambley (Chair), P Gilchriest (Vice Chair), O Hughes,
S Butcher
Also present: Lisa Dent (Parish Clerk)

Cllr Hamilton-Lambley signed the Declaration of Acceptance of Office form (Chairman) and opened the meeting.

CPC/24/102 Apologies for absence

Apologies received for Cllr Lawes, Doel and Warner.

CPC/24/103 To receive Internal Audit report from Auditing Solutions and note any recommendations

The report was noted. Recommendations for adopting Standing Orders (completed at previous meeting) and Financial Regulations (to be adopted at June meeting) are in progress.

CPC/24/104 To resolve: AGAR Governance Statements

The responses to statements were resolved. Chair and Clerk signed and minute reference will be inserted.

CPC/24/105 To resolve: AGAR Accounting statements

The accounting statement had been signed by RFO. The statements were resolved as agreed and Chair signed.

CPC/24/106 To resolve: Year End bank reconciliation

The bank reconciliation was resolved and signed by Chair and RFO.

CPC/24/107 To resolve: Variance

The variance to Box 6 All Other Payments of £11,381 was agreed. Clerk had given values of payments to within £8 of the variance.

CPC/24/108 To resolve and note Public Rights inspection period

This has been agreed starting on Monday 3rd June and ending on Friday 12th July 2024.

CPC/24/109 To note: Following documents to be published on Crudwell Parish Council website

Internal audit report, public rights inspection notice, designated responsibilities, asset register showing land ownership, end of year bank reconciliation, variance, payments over £100, complete AGAR form.

Clerk will submit the required information to PKF Littlejohn (external auditors).

Meeting was declared closed at 7.19 p.m.



25 JUN 2024

P1/1