

## POULSHOT PARISH COUNCIL

### EXTRAORDINARY PARISH COUNCIL MEETING TO BE HELD IN VILLAGE HALL ON TUESDAY 28 June 2022 AT 7.30 pm (IAW LGA 1972 Sch 12 Part 11)

The Press and Members of the Public are welcome to attend.

Members of the Public who wish to ask questions regarding items on the agenda are requested to notify the Parish Council in writing at [ppc@poulshot.org.uk](mailto:ppc@poulshot.org.uk) at least 72 hours before the meeting.

#### AGENDA

- To Hear Public Comments/Questions.** **Chair**  
No decisions or arrangements will be made on items raised in this section unless the issue is listed on this Agenda. You will be allowed a maximum of 3 minutes. MAXIMUM 15 MINUTES ALLOWED IN TOTAL
1. **19.22 To Consider Apologies.** **Chair**
  2. **20.22 Disclosure(s) Of Interest and Granting of Dispensations**  
To receive any declaration of interest by a member in relation to matters to be considered at this meeting and to consider requests for dispensations. **Chair**
  3. **21.22 To Approve the Minutes of Previous Meeting - held on 18 May 2022** **Chair**  
**22.22 Matters arising – for information only.** **Chair**
  4. **23.22. To Hear Chairman's Announcements.** **Chair**
  5. **24.22 To review and consider adopting a vexatious policy.** **Chair**
  6. **25.22 FINANCE REPORT** **RFO**
    - 25.22.1 To review and update the "Audit Challenge Action Plan" **RFO & Cllr Bissett**
    - 25.22.2. To receive Current Liquidity statement and bank reconciliation. **RFO**
    - 25.22.3 To consider the Internal Auditors Report. **RFO**
    - 25.22.4 To consider and sign Annual Governance Statement for FY 21/22. **RFO**
    - 25.22.5 To consider and sign the Accounting Statements for FY 21/22. **RFO**
    - 25.22.6 To note the period for the exercise of public rights as 29 Jun 22 to 11 Aug 22 **RFO**
    - 25.22.7 To agree the requirement to appoint of an internal auditor for FY 22/23. **RFO**
    - 25.22.8 Authorise bills and cheques for payment. **RFO**
    - 25.22.9. **VAT.** To note draft, reclaim for FY 21/22 **RFO**
    - 25.22.10 **Community Fund.** To consider legal advice received on the Terms of Reference and what the fund can be used for. **RFO**
    - 25.22.11 To approve the necessary authorities for: Clerks Salary, HMRC Payments; Direct Debts and Standing Orders **RFO**
    - 25.22.12 To agree to review fixed assets and nominate a lead Councillor. **RFO**
  7. **26.22 CLERK.** To receive update on recruitment of replacement Clerk. **Vice-Chair**
  8. **27.22 TO SET DATE OF NEXT MEETINGS:** To Confirm as being held on Tuesday 12<sup>th</sup> July 2022 at 7.30pm in the Village Hall

*Mike Davis*  
**Chair**  
**22 June 22**

Note: Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Freedom of Information, Crime & Disorder, Health & Safety and Human Rights.