

BARSHAM AND SHIPMEADOW PARISH COUNCIL

Minutes of Extraordinary Meeting held on Wednesday 19 July 2023

At 7.00 pm in Barsham & Shipmeadow Village Hall

This Extraordinary Meeting was called for the purpose of declaring the Parish Council as being exempt from the terms of a limited assurance review to be carried out by the External Auditors, PKF Littlejohn. This Declaration was made under the terms of the **Annual Governance and Accountability Return 2022/23 – Part 2**.

Present: Mr Z. Blanchard, Mr D. Adcroft, Mr P. Holmes

Public Attendance: 0

Apologies: Mrs P Midwinter

Declarations of Interest : None

Minutes of Previous Meeting:

As this was an Extraordinary Meeting, there were no Minutes to present to the Meeting.

Matters Arising: None

Public Contribution: None

Planning Matters : None

Correspondance:

41-0723 - Documentation from PKF Littlejohn (PKF Ref SF0026 dtd 17 July 2023) re Annual Governance and Accountability Return 2022/23 including the Certificate of Exemption – AGAR 2022/23 Part 2.

Financial Matters: Declaration of Exemption from a Limited Assurance review

40-0723 The AGAR 2022/23 Part 2: Certificate of Exemption having been read and considered in light of the guidance notes attached, Barsham & Shipmeadow Parish Council hereby declare themselves as exempt from the terms of a limited assurance review, to be carried out by the External Auditors PKF Littlejohn.

Proposed: P. Holmes. Seconded: D. Adcroft. Agreed unanimously.

The **AGAR 2022/23 Part 2: Certificate of Exemption** will be completed and sent electronically during July and a copy sent to both SALC and PKF Littlejohn for their records.

42-0723 Accounting statements for 2022/23 AGAR were completed : including Financial Report , Bank reconciliation , CIL report, Balance sheet and cheque book counter initialled by PH

AOB

Next scheduled meeting to be confirmed by email.

There being no other business, the Extraordinary meeting was drawn to a close at 8.07pm.

Signed:

Dated: