

Minutes of an Extra Ordinary Meeting held on Monday, 6th July, 2026 at 6.00p.m via ZOOM

FINANCE – ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

Present: Neil Clement (Vice-Chair) (NC)
 Alistair McLee (AMc)
 Karen Shields (KS)
 Mrs. R. Mazonas (RM) (Clerk) (PC)

1) APOLOGIES FOR ABSENCE

Parish Councillors Jenny Smith, Becky Richardson, Nigel DeBadgecoe

2) DECLARATION OF INTERESTS

No Declarations of Interest

3) FINANCE

The **PC** confirmed to the meeting that she had forwarded the Annual Governance Statement, Annual Accounting Statement and Internal Audit Report for the year 2025/2026 to all members of the Parish Council for them to look at prior to the meeting. The **PC** also reported that the reason for this Extra Ordinary Parish Council meeting was due to a family medical situation which prevented her from holding the Internal Audit prior to all documents needing to be submitted to the External Auditor by the 30th June, 2026. Having contacted the External Auditor – Mazars, to explain the situation, it was agreed that the Internal Audit could be held on the 4th July and an Extra Ordinary Parish Council meeting should be held on the 6th July to put forward all the documents to the Parish Council for approval before all the documents can be submitted to Mazars.

NC asked if all Parish Councillors present had read the documents and whether they were happy for the documents to go forward for approval and signing. **APPROVED UNANIMOUSLY**

The meeting was closed.