

CHARLTON HORETHORNE PARISH COUNCIL

Clerk: Ann Lee 3, Sparkford Road, Sparkford, Yeovil, BA22 7FA

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AGENDA

Extraordinary Meeting called by the Chairman of Charlton Horethorne Parish Council held at the MANOR OFFICE Charlton Horethorne on Monday 23 June 2025 10 am

1. Open Session

- 2. Apologies for Absence. To RECEIVE AND APPROVE** apologies for absence including reasons given (Local Government Act 1972 s85 (1))
- 3. Declarations of Interest.** (Members are reminded of their obligation to declare any Pecuniary or Other interests they may have under the Localism Act 2011 and the Council's Code of Conduct)

Finance

A) To agree payments for July 2025

B) To note the Annual Internal Audit Report and consider any recommendations

C) To approve AGAR section 1 – Annual Governance Statement appendix 1

D) To approve AGAR section 2 – Accounting Statements

E) To announce and note the period for the exercise of the public rights –
Tuesday 24 June 2025 to Tuesday 29 July and publication on the HEPC website on the 24 June

F) To note explanation of variances for AGAR Cllr Archer

G) To contact previous Cllrs on Bank mandate to enable change from previous Clerk from J Furguson to A Lee Clerk

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
7. We took appropriate action on all matters raised in reports from internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

Ann Lee Parish Clerk