LAWSHALL PARISH COUNCIL EXTRAORDINARY MEETING MINUTES

Date of meeting: **Tuesday 25th June 2024**
Time: **7:30pm**
Venue: **Zoom**
Clerk: **lawshallpcclerk@outlook.com**

PRESENT: Mark Anson (Chair), Karen Whordley, Juliet Frost, Nigel Hughes, Andy Irish, Louisa Mower	**ACTION**
1. APOLOGIES Noted and accepted from Catherine Baynton.	
2. DECLARATION OF BUSINESS INTERESTS/CONFLICT OF INTEREST To give Councillors the opportunity to declare any new business interest or potential conflict of interest arising from the agenda for the meeting. None.	
3. FINANCE To receive a finance report and authorise payments. • **Internal Auditor's Report.** LM shared this, including recommendations and Council discussed actions being undertaken. • **Annual Governance and Accountability Return 2023 to 2024** Restated figures discussed following External Auditor's Report and Internal Audit by Heelis and Lodge. Council agreed Sections 1 (Accounting Statements) and 2 (Annual Governance Statements) of the AGAR. Proposed by MA. Seconded by NH. LM to submit AGAR. • **CIL, Reserves and Bank Accounts** LM to add Reserves Policy to document review calendar. Council to consider spent CIL funds 2023 to 2024. LM to list and email so that CIL Expenditure Report can be completed. Add to July agenda. MA suggested monthly consideration of a payment as CIL. Council considered bank account usage to aid efficiency, allocation and tracking of monies. MA proposed use of the Community account as an operating account with the precept held within it (for monthly invoice payment after approval by Council) and the Business account for reserves and CIL (to be moved across to the Community account for payment when agreed). Add to July agenda. **INVOICES TO BE PAID** • Heelis and Lodge for Internal Audit: £260. Proposed by MA. Seconded by JF. LM and KW to arrange.	**LM** **LM** **LM** **KW**

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4. MATTERS FOR CONSIDERATION AT THE NEXT MEETING To receive comments or questions and matters of concern from Councillors. • NH. Neighbourhood Plan meeting with planning team and opportunity to ask them questions at 7.30 p.m. on 11th July 2024 in the village hall.	
10. CLOSE OF MEETING 8.10 p.m.	
DATE OF NEXT MEETING: Tuesday 9th of July 2024 7.30 p.m.	

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