

WITHERN WITH STAIN & TOTHILL PARISH COUNCIL
www.withernstain.uk

Parish Clerk:
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The Chairman of the Parish Council has called an **extraordinary meeting** of the Parish Council to take place AT the Village Hall (car park) on **Friday, August 7th 2020 at 12.30pm.** This meeting has a restricted agenda designed to enable decisions required by statute / regulation to be made and contractual / regulatory financial obligations to be discharged. No other business is scheduled for discussion.

Simon Acklam - Chairman

A D Claydon - Clerk and Responsible Financial Officer

3rd August 2020

A G E N D A

1. **Apologies** – to receive apologies
2. **To Receive any declarations of interest not previously disclosed.**
3. **Annual Governance and Accountability Return (AGAR) 2019/20:** to receive and review the AGAR completed by the Clerk / RFO and approve the following:
 - a. The certificate of exemption from external audit (page 3), for submission to the appointed external auditors, PKF
 - b. Section 2 (page 6) of the AGAR, containing the accounting statements for 2019/20

Nb The Internal Auditor's report and Annual Governance Statement (pages 4 and 5) are legally required to be approved at a separate meeting, before 31st August 2020

4. **Payments:** To approve / pay the following and produce cheques for signature:

Zurich Municipal (2020/21 insurances)	£201.75
East Lindsey District Council (2019 election expenses)	£ 48.50
Spanglefish (website hosting 1/8/20 to 31/7/21)	£ 29.99
Robert Aldrich (grounds maintenance 1 st half year)	£413.50
Information Commissioner (registration renewal)	£ 40.00
Simon Acklam (re IONOS web domain renewal)	£ 12.00
A Claydon (Clerks salary / expenses March 2020, inc stamps)*	£ 76.76
HMRC	£ 14.40

*Nb no salary claim for Apr-June inclusive; July to be made at a later point