



MOLLINGTON PARISH COUNCIL
COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend the Annual Meeting of the Council to be held on **TUESDAY, 27th June 2023** at **7.30pm** in **51 MOLLINGTON COURT** for the purpose of transacting the business set out on the agenda below.

12th June 2023
Parish Clerk

Members of the public and the press are welcome to attend for the “Part 1” section of the agenda. Any reports in “Part 2” contain confidential information and only Councillors and the Parish Clerk can be present.

If you have any general enquiries about the meeting, please contact Pauline English, Clerk to the Parish Council (Tel: 0151 339 1405, Mob: 07890 140412, email: pauline.english2@btinternet.com)

AGENDA

1. APOLOGIES

2. INTERNAL AUDIT

The Parish Council had appointed Mr David Cooper of Barnes Cooper as internal auditor for the 2022-23 audit. Mr Cooper had completed the audit and submitted his report that showed there was an underpayment of £720 income tax to HMRC. **RECOMMENDED:** That the Internal Auditor’s Report be received.

3 SUBMISSION OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) TO THE EXTERNAL AUDITOR

The Parish Council is asked to consider the following documents:

- (1) Certificate of Exemption (page 3)
- (2) Annual Internal Audit Report (page 4)
- (3) Annual Governance Statement (page 5)
- (4) Annual Accounting Statement (page 6)

The Certificate of Exemption is to be submitted to the External Auditors, P.K Littlejohn, by 30th June 2023. The remaining documents, together with Notice of the Exercise of Public Rights, has to be posted on the Parish Council’s website by 3rd July 2023.

RECOMMENDED: That the Prish Council APPROVE the:

- (1) Certificate of Exemption be signed and submitted to the External Auditors;
- (2) Annual Internal Audit Report be received and noted;
- (3) Annual Governance Statement be approved and signed;
- (4) Annual Accounts be approved and signed;
- (5) Above documents, together with the Exercise of Public Rights notice, be published on the Parish Council’s website before 3rd July 2023.

4 INSURANCE

The Parish Council had an insurance policy with Zurich in 2022-23 costing £300. In the absence of the Parish Clerk the Chair, councillor Dave Wells, liaised with Came & Co to broker a policy ensuring best value for the Parish. Parish Councillors were briefed electronically and subsequently APPROVED a policy with Aviva costing £312 on 31st May 2023 to ensure continuity of cover.