



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**

Westhampnett Community Hall

Hadrian Drive

Westhampnett

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To Westhampnett Parish Councillors:

Cllr W Holden, Cllr D Plummer, Cllr S Burborough, Cllr T Ashcroft, Cllr S James, Cllr S Hanafin, Cllr O'Meara and Cllr C McLeish.

I hereby give notice that an **Extraordinary Meeting** of the Parish Council will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on **Wednesday 19th June 2024 at 7.45pm** and you are hereby summoned to attend such meeting.

Beccy Anderson, Clerk to the Council

14th June 2024

AGENDA

1	<u>OPEN MEETING & TAKE APOLOGIES FOR ABSENCE</u>	<u>in</u>
2	<u>DISCLOSURE OF INTERESTS:</u> To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with Localism Act 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.	<u>ALL</u>
3	<u>PUBLIC QUESTION TIME</u> (5 minutes) - <i>prior notice of any question to the Parish Clerk please</i>	
4	<u>ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2023/2024 –</u> (i) Councillors to discuss and approve 2023/2024 AGAR with section 1 to be signed by the Chair (ii) Councillors to approve 2023/2024 AGAR with section 2 to be signed by the Chair	<u>ALL</u>
5	<u>INTERNAL AUDIT REPORT</u> Councillors to note the findings of the 2023/2024 Internal Audit Report from Mulberry LA Services to be scheduled for discussion at the next full Parish Council meeting of 8 th July 2024	<u>ALL</u>
6	<u>FINANCE COMMITTEE ELECTION OF CHAIR</u> To elect the Chair of the Finance Committee	<u>ALL</u>
7	<u>FINANCE COMMITTEE ELECTION OF VICE CHAIR</u> To elect the Vice Chair of the Finance Committee	<u>ALL</u>
8	<u>PAYMENT APPROVAL</u> Councillors to approve: - (i) May 2024 Cheque & Direct debit payments to be approved by councillors (ii) June 2024 Cheque payments to be approved by councillors	<u>ALL</u>
9	<u>APRIL 2024 & MAY 2024 BANK RECONCILIATIONS</u> Councillors to approve Barclays Bank reconciliations for April 2024 and May 2024 to be signed by the Chair.	<u>ALL</u>
10	<u>DATE OF MEETING:</u> Monday 8 th July 2024, 7pm	<u>Chair</u>
11	<u>CLOSE MEETING</u> The meeting closed at	<u>Chair</u>

END OF AGENDA