



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
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To All Westhampnett Parish Councillors: Cllr W P Harding (Chairman), Cllr J L Hardstaff (Vice-Chairman), Cllr S Burborough, Cllr P Clingan, Cllr R Fabricius, Cllr S James, Cllr C McLeish, RFO Mrs J. Cadman.

I hereby give notice that an Extraordinary Meeting of Full Council will be held at The March C of E School, Westhampnett on Thursday 14th June 2018 at 7pm and you are hereby summoned to attend such meeting.

Members of the Press and Public are entitled to attend the meeting and are encouraged to do so.

Cllr W P Harding, Chairman

AGENDA

1	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE:</u> To receive apologies from Members.	<u>WPH</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>WPH</u>
3	<u>INTERNAL AUDIT 2017-2018:</u> The Internal Audit1or's report is attached. Council should consider its recommendations and approve a plan to complete any actions identified, if needed.	<u>JC</u>
4	<u>ANNUAL GOVERNANCE STATEMENT:</u> The annual governance statement is attached. Council must approve the annual governance statement before it is submitted. <u>RECOMMENDED</u> That the Annual governance statement for year ended 31st March 2018 is approved. The statutory deadline for return of the annual audit forms to the external auditor is the 2nd July 2018.	<u>JC</u>
5	<u>ANNUAL RETURN – ACCOUNTING STATEMENTS:</u> The annual return – accounting statements are attached. Council must approve the annual return statements before they are submitted. <u>RECOMMENDED</u> That the Annual Return accounting statements for year ended 31st March 2018 are approved. The statutory deadline for return of the annual audit forms to the external auditor is the 2nd July 2018.	<u>JC</u>
6	<u>APPROVE INTERNAL AUDITOR FOR 2018/9 AUDIT:</u> To approve Auditing Solutions Ltd to act as Internal Auditors for this financial year ending 31 st March 2019.	<u>JC</u>
7	<u>VELO SOUTH:</u> The Velo South event is to be held on Sunday 23rd September 2018 starting and finishing at Goodwood Motor Circuit. Representatives from Boxgrove, Lavant and Singleton parishes will be included in this item in order to discuss and draw up a list of questions regarding the effect on the parishes, these questions to be put to the organisers CSM via a method to be agreed.	<u>W H/ JLH</u>
8	<u>DATE OF NEXT PARISH COUNCIL MEETING: 9TH JULY 2018</u>	<u>LFL</u>
9	<u>CLOSE MEETING</u>	<u>WPH</u>

END OF AGENDA