



Minutes of the Extra Ordinary Meeting held on

Tuesday 13th June 2023 7.00pm at Mawdesley Village Hall

Present: Cllr M Worthington (Chair), Cllr L Causer (Vice Chair), Cllr G Worthington, Cllr S Boardman, Trish Grimshaw (Clerk/RFO)

1. Apologies for Absence – Cllr J Hogg, Cllr G Green

2. Declarations of Interest and Dispensations

- a. To receive declarations of interest from Councillors in relation to items on the agenda
- b. To receive written requests for dispensations for disclosable pecuniary interests
- c. To grant any requests for dispensation as appropriate

None

3. To approve the AGAR timetable

It was resolved to approve the AGAR timetable (previously distributed) proposed by the Chairman and seconded by Cllr Causer as follows:

Timetable for 2022/23 AGAR completion, approval, and submission is:

Between 01/04/23 and 30/06/23 (completed) 2022/23 Accounting Statements prepared and signed by Clerk/RFO. Documentation to internal audit, to include draft/unapproved Annual Return documentation and draft 2023 Accounting Statements.

13/06/23 (EO Meeting): Approval of Internal Auditors report; Annual Governance Statement (Section 1) to be approved, Accounting Statements (Section 2) to be approved. Following approval, the Chairman and Clerk of the meeting sign the Annual Governance Statement and the Chairman signs the Accounting Statements.

Before 01/07/23 MPC publishes on website:

- a) the Annual Internal Audit Report (recommended but not mandatory).
- b) the Annual Governance Statement.
- c) the Accounting Statements.
- d) a declaration that the accounts are yet unaudited.
- e) details of the arrangements for the exercise of public rights.
- f) the name and address of the External Auditor. 19/06/23 to 28/07/23: Public rights 30 working days. Notices and documents on MPC noticeboards.

Between 30/04/23 and 30/06/23 MPC sends to the PKF Littlejohn (External Auditor):

- a) the Annual Internal MAWDESLEY PARISH COUNCIL Page 4 of 7 Audit Report.

- b) the Annual Governance Statement.
- c) the Accounting Statements.
- d) an analysis of any significant year on year variances.
- e) a bank reconciliation as at 31 March 2023;
- f) details of the arrangements for the exercise of public rights; and g) any other information that the auditor has specifically requested.

4. **To receive and approve the Internal Auditors report for 2022/23** - It was resolved to approve the internal auditors report (previously distributed).

5. **To approve Section 1 Annual Governance Statement 2022/23 and Section 2 Accounting Statements 2022/23 being part of the Annual Governance and Accountability Return 2022/23 (enclosed) and authorise the Chairman and Clerk/RFO to sign them on behalf of Mawdesley Parish Council.** It was resolved to approve Section 1 and Section 2 which were duly signed by the Chairman and Clerk/RFO.

6. **To confirm the accounts will be available for public inspection for a period of 30 working days (Monday to Friday) for the period Monday 19th June to 28th July 2023.** It was resolved to approve the dates for public inspection as 19th June to 28th July 2023.

7. **To receive a nomination from a Parish Councillor or willing person to act as Trustee for the Revd. Dr. Charles Layfield (Registered Charity No: 224470).** Cllr Green, although not present at the meeting, had previously advised of his offer to become a Trustee. All Parish Councillors unanimously agreed to Cllr Greens request.

8. **Planning Matters – Demolition of outbuildings and the construction of a detached dwelling. Location: The Hillocks, Blue Stone Lane, Mawdesley, L40 2RJ Reference 23/00460/FUL (deadline 27.06.23).** It was ratified to forward a strong objection, unanimously agreed by all Parish Councillors present.

There being no further business the meeting closed at 19.28.

Signed *M Worthington*

Cllr M Worthington, Chair

Dated 11.07.23.....

Clerk/RFO: Trish Grimshaw, E mail: clerk@mawdesleyparishcouncil.org.uk