



Donnington & Muxton Parish Council
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To All Members of this Parish Council

4th June 2024

Dear Councillor,

You are summonsed to attend a meeting of the
Full Council on Monday 10th June 2024 at 7pm
At Turreff Hall, Donnington

AGENDA

24/06/23 Apologies: To accept the apologies of those unable to attend.

24/06/24 Declaration of Interest: To declare a personal or pecuniary interest in any item on the agenda.

24/06/25 Public Session

There will be 15 minutes allowed for questions to the Chair from Members of the Public.

24/06/26 Minutes To confirm the following Minutes of the Council and its Committees:

- a. Staff and Personnel Committee meeting held on 13th May 2024.
- b. Annual Council meeting held on 13th May 2024.
- c. Staff and Personnel Committee meeting held on 3rd June 2024.

24/06/27 Matters Arising from Minutes

To enable Councillors to receive updated information of actions contained in the Minutes thereof.

24/06/28 Expenditure Transactions: To receive and accept the Expenditure Transactions for May 2024.

24/06/29 Income Received: To receive the Income Report for May 2024.

24/06/30 Bank Reconciliation: To receive the Bank Reconciliation as of 31st May 2024.

24/06/31 Financial Budget Comparisons: To receive the financial budget comparisons as at 31st May 2024.

24/06/32 Annual Governance and Accountability Return (AGAR) 2023/2024

a. Annual Return

To complete the Annual Governance Statement. (Page 4 of AGAR)* Please see the Explanation of assertions for each numbered point.

To confirm the Statement of Accounts. (Page 5 of AGAR) including reconciliation of boxes 7 and 8*

To receive the Annual Internal Audit Report. (Page 3 of AGAR)

To receive the Explanation of Variances.

b. Bank Reconciliation Details

To receive the Bank Reconciliation at 31st March 2024*

c. Internal Audit

To receive report from Internal Auditor, John Henry detailing internal audit visits.

d. End of Year Accounts

To receive and sign the Consolidated Balance Sheet. *

To receive the Income and Expenditure Financial Summary.

To receive the Financial Statement

* Chairman to complete and sign at the meeting.

24/06/33 Community Action Team (CAT) Report for May 2024

To receive the CAT Action Report for May 2024.

24/06/34 Action Plan 2024/2025

To receive and adopt the Action Plan for this Council for 2024/2025.

24/06/35 Agenda Items for the Next Council Meeting

To ask Councillors if they have any items for discussion which they wish to have placed on the agenda for the next Council meeting.

24/06/36 Date of next meeting

To inform Councillors that the next Council meeting will be held on Monday 8th July 2024 at Turreff Hall, Donnington commencing at 7pm



Ralph L Morgan
Clerk to the Parish Council

