

DENHAM PARISH COUNCIL

Agenda for an EXTRAORDINARY PARISH COUNCIL Meeting

Tuesday 27th June 2017

at 7.45pm in the Parish Council Office, Village Hall, Denham.

The Press and Public are entitled to attend the meeting. However, the Council may pass a resolution excluding them at any time or at any stage of the proceedings on the grounds that specified items of business may involve the likely disclosure of exempt information.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and what the nature of the interest is.

1. Apologies for Absence

2. 2015/16 Accounts for Audit

The accounts were subject to Internal Audit by Haines Watts Ltd on the 30th May. A copy of their report (management letter) is attached with papers for this meeting.

As the Clerk will be on holiday at the time of this meeting, the Clerk has consulted with Cllr.

Hans, Chair of Finance regarding the letter and he will endeavour to answer any questions arising at the meeting.

3. Annual Governance Statement

The Annual Governance Statement forms part of the audit process and needs to be adopted by Full Council and signed by the Chairman and Clerk. A copy of the Annual Governance Statement is included with papers for this meeting.

4. Accounting Statements for 2015/2016

The Accounting Statements forms part of the audit process and needs to be adopted by Full Council and signed by the Chairman and Clerk. A copy of the Accounting Statements is included with papers for this meeting.

5. Electors Rights

To note: By Law, any interested party has the right to inspect a council's meetings and accounts. If you are entitled and registered to vote in local council elections, then any person or their representative also has the right to ask the appointed auditor questions about the council's accounts or object to an item contained within them. By Law, The inspection of Electors Rights notice will be displayed on all noticeboards and website between the 3rd July 2017 and 11th August 2017 inclusive. This period is set aside for the inspection of documents at the Parish Council office.

The 6pp Annual Return form with all supporting papers must be sent to Mazars LLP to arrive by the 5th July latest. Failure to comply may result in failing the audit. Supporting papers have been prepared by the Clerk who will dispatch the paperwork to Mazars LLP on the 3rd July on his return from holiday.

The period set aside to challenge the Auditor (Mazars LLP) will commence on the 7th August 2017 and run until the Audit is complete.

John Coleman, Clerk
21st June 2016