**Chelmondiston Parish Council**

Chairman: Cllr Rosie Kirkup

Parish Clerk: Mrs. Lucy Brazill e-mail: **clerk@chelmondistonpc.info**

**Minutes of the**

EXTRAORDINARY Meeting of **CHELMONDISTON PARISH COUNCIL** held

in The Methodist Chapel Schoolroom on **WEDNESDAY THE 12th of June 2023 AT 6.00PM.**

**Present: Cllrs Barwick, Beacon, Keeble, Kirkup, Lyrick, Melville, Stevens**

In the Absence of the Clerk, Minutes were taken by the Chairman: Cllr Rosie Kirkup.

1. **Welcome by the Chairman:**

The Chairman welcomed all present and apologised for the necessity of having this Extraordinary meeting in order to meet audit requirements.

1. **Apologies for absence:**

Apologies were received from Cllr Cordle and Cllr Ward.

1. **Dispensations**: to consider requests and **Declarations of Interest** to receive Pecuniary and

Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.

None declared.

1. **Public Participation Session:** for the public to talk to Cllrs only about items on the agenda

No member of the public present.

1. **To consider and approve the Annual Governance and Accountability Return (AGAR)**

**Section 2** in relation to the audit year 2023-2024.

* The Council discussed the Accounting Statements from the AGAR for 2023/24 as received from the Responsible Finance Officer on 10th June 2024.
* It was noted that there was a considerable increase in receipts in the year ended March 2024 as compared with the year ended March 2023, however the total value of cash and short term investments did not show such a large difference (£62,982 in March 2023; £64,269 in March 2024).
* A question was asked about when the accounts would be available for public view and the Chairman confirmed that the notice informing the public of dates for the exercise of public rights to view the accounts had just been posted on the notice boards with contact details. The period when accounts will be made available on request is Thursday 13th June 2024 until Wednesday 24th July 2024.
* Cllr Barwick proposed that the Accounting Statements (AGAR Section 2) 2023/24 be approved

Cllr Keeble seconded the proposal.

**Vote:** All in favour.

There being no other business, the Chairman closed the meeting at 18.08

Signed…………………………………….. Date…………………………………………