



Welcome to  
**Tormarton  
Parish Council**



Dear Cllr Simon Stevens, Cllr Katy Pool, Cllr Janet Wells and Cllr Nick Davis,

You are hereby summonsed to attend the Extraordinary Meeting of Tormarton Parish Council on **Monday 15<sup>th</sup> June 2020 at 18:00**. This meeting will be held by a virtual video link, which can be accessed below. The agenda is provided below.

Yours sincerely,



**Jack Turner** Cert.CiLCA  
**Parish Clerk and RFO.**

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**AGENDA**

To access the meeting by virtual video link please click [HERE](#) and enter the meeting ID (894 8160 7460) and enter the password (035467)

1. To consider the apologies for absence and decide whether to accept them.
2. Declaration of Interest.
3. To receive the Internal Audit Report for 2019/2020 and consider the following recommendations:
  - a) To nominate a councillor to periodically check and sign off the Bank Reconciliation in accordance with Financial Regulation 2.2.
  - b) To nominate a councillor to carry out Quarterly Checks on the Financial Systems.
  - c) To approve the amendment to Standing Orders and Financial Regulations.
  - d) To adopt a Risk Management Policy.
  - e) To consider and adopt the Risk Register.
4. To consider and approve annual accounts and annual procedures:
  - a) To note the amendment to the Audited Annual Accounts; Removal of the £1000 internal transfer from the receipts section of the accounting statements.
  - b) To consider the Certificate of Exemption – AGAR 2019/2020 part 2 and agree to sign the document.
  - c) To note the Internal Auditor's report section of the AGAR 2019/20.
  - d) To receive and approve the Annual Governance Statement 2019/20.
  - e) To receive and approve the Accounting Statements for 2019/20.
  - f) To note the period of public rights and publication of the Annual Governance and Accountability return.
5. To receive the report on VAT from DCK Accounting and consider any actions required.
6. To consider any planning applications received and agree any actions (Click on the link to view):
  - a) [P20/09151/F Land off Old Hundred Lane, Acton Turville Road, Tormarton.](#)