

# BRININGHAM PARISH COUNCIL

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13<sup>th</sup> June 2023

Dear Councillors

You are summoned to an Extraordinary Meeting of Briningham Parish Council on Tuesday 20<sup>th</sup> June 2023 at 7.00pm to be held at Briningham Village Hall.

Kerry Harris  
Locum Parish Clerk

## Agenda

1. Welcome by the Chair
2. Receive and consider apologies and reasons for absence.
3. To receive declarations of Interest and request for dispensations in any of the agenda items
4. Finance and Governance Matters
  - 4.1 To receive the Internal Audit Report for y/e 31<sup>st</sup> March 2023 and consider the recommendations
  - 4.2 To Approve the signing of the Exemption Certificate for 2022/23
  - 4.3 To Approve the Governance Statement for 2022/23 (AGAR Form 2)
  - 4.4 To Approve the Accounting Statement for 2022/23 (AGAR Form 2)
5. To note the dates of the Notice of Public Rights.
6. To Approve the formation and membership of the Allotment Working Party
7. Open forum for Public Participation. As per Standing Orders 15 minutes will be allowed for members of the public to raise questions or concerns.
8. To note date for next meeting and set further dates.
9. Any other business – for information and future agenda
10. To close the meeting

The Internal Audit report and unsigned AGAR forms are available on the website and may be emailed on written request until 3pm on the day of the meeting.

If you would like a printed copy of either, please let the locum clerk know before 3pm on the day of the meeting. Email: [brininghamclerk@gmail.com](mailto:brininghamclerk@gmail.com); Telephone: 01328 822583