



**Minutes of the Extraordinary Meeting of the Council held on Wednesday 21st June
2023 at 7pm Wickham |Village Hall**

Present: Sam Kynaston (Chair) David Hunt (Vice Chair), Martyne Ellard and Henry Burgoyne-Probyn

In attendance Angela Boyce (Parish Clerk)

Apologies for Absence Paul Stanley and Sam Bell.

- 1. Declarations of Interest from Councillors** None
- 2. To approve the asset register** The Asset register was approved
- 3. To confirm and sign AGAR (Annual Governance and Accountability Return) audit forms for financial year 2022-23**

The Clerk had circulated the AGAR forms to all members of the PC.
Certificate of Exemption (page 3) Annual Governance Statement of the Annual Governance and Accountability Return 2022/23 Form 2 was resolved and approved by all members present and was signed by the Chair and the Clerk.

Section 1 (page 5) Annual Governance Statement of the Annual Governance and Accountability Return 2022/23 Form 2 was resolved and approved by all members present and was signed by the Chair and the Clerk.

Section 2 (page 6) Accounting Statements of the Annual Governance and Accountability Return 2022/23 Form 2 was resolved and approved by all members present and was signed by the Chair and the RFO.

All members present approved the Receipts and Payments accounts from Year End 31 March 2023.

This concludes the proceedings for signing off the Annual Governance and Accountability Return 2022/23 Form 2. The Clerk will upload all unaudited documents to the website (transparency) and ensure the Notice of Public Rights is uploaded to the website and is available on the Noticeboards.

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4. Exclusion of press and public

To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of confidential employment matters.

Resolved: To exclude the Public and Press from the remainder of the meeting due to the confidential nature of the business in Minutes.

The meeting venue changed to Cedar House Wickham.

Employee appraisal was reviewed.

Employee training requirements were reviewed.

Close of meeting

There being no further business, the Chair declared the meeting closed.

The next Parish Council meeting will be held on Wednesday 5th July at 7:00pm in Wickham Village Hall.