The Government has ended the Covid restrictions to the middle of July, but has not extended permission for Council meetings to be held electronically. In April the Parish Councillors agreed to hold May’s meeting early (when zoom was still permitted) and to delay June’s meeting to 29th June when hopefully restrictions would have been lifted. This has not been the case so the clerk and the Chair have made the decision to cancel the June meeting and to defer most items until 20th July. However the audit items need to be submitted to the external auditors before then, so an Extra Ordinary meeting has been called to approve the documents for the external audit and to authorise payment of invoices.

In order to minimise risk please, where possible, submit questions in advance of the meeting. To avoid sharing of paperwork the clerk will not be providing copies of documents

**Horton Parish Council**

To: Every Member of the Council for the Parish of Horton, YOU ARE HEREBY SUMMONED TO ATTEND

**AN ExtraOrdinary MEETING of the COUNCIL of the Parish of Horton**

at 7.30pm to transact the business specified in the agenda set out hereunder

on **Tuesday 29th June 2021**

*Dated this the 21st day of June 2021, Benta Hickley, Clerk to the Council.*

**(Items marked \*:** A discussion may take place but no vote will take place until the next meeting

**AGENDA**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **#01** |  | **Councillors** | | | | |  |
|  | A | **Present, apologies and Declaration of interest** | | | | |  |
|  | B | **Public Participation document and the Meetings Rules:** | | | | |  |
|  | C | **Questions from the public:** | | | | |  |
| **#02** |  | **2020-2021 Internal Audit** (Documents available from Accounts page of Parish Council website) | | | | |  |
|  | A | To approve the Internal Audit report from Auditing Solutions Limited | | | | | 7 |
|  | B | To approve the Annual Internal Audit report (page 3 of the AGAR) | | | | | 6 |
| **#03** |  | **2020 / 2021 Annual Accounts** (Documents available from Accounts page of Parish Council website) | | | | |  |
|  | A | To approve the Annual Governance Statement (page 4 of the AGAR) | | | | | 6 |
|  | B | To approve the Accounting Statements (page 5 of the AGAR) | | | | | 6 |
|  | C | To approve the 2020/21 Annual Accounts | | | | | 2 |
| **#04** |  | **Questions from the public: (If appropriate)** | | | | |  |
| **#05** |  | **To approve invoices for payment** | | | | |  |
|  |  | The following invoices have been received to date. To be approved for payment: invoices to be initialled by the Cllrs who will authorise payment online. (\* these need approval as payees too) | | | | |  |
|  |  | **DATE** | **PAYEE** | **DESCRIPTION** | **INVOICE** | **AMOUNT £** |  |
|  |  | 29-Jun | Local Authorities Aircraft Noise Council | Annual subs | 21220013 | 111.00 |  |
|  |  | 29-Jun | \*Smith of Derby | (clock maint) | 118711 | 721.20 |  |
|  |  | 29-Jun | Garden Designs | (regular maint) | 4099 | 1790.20 |  |
|  |  | 29-Jun | HMRC BH | PAYE/NIC | M3 | 25.44 |  |
|  |  | 29-Jun | Royal County or Berkshire Pension - | BH Pension | M3 | 303.10 |  |
|  |  | 29-Jun | B & B Hickley | Wages | M3 | 940.98 |  |
|  |  | 29-Jun | Garden Designs | (regular maint) | 4089 | 465.00 |  |
|  |  | 29-Jun | B&B Hickley | Monthly exp. | M4 | 50.00 |  |
| **#06** |  | **Future meeting dates 2021**, Third Tuesday of each month | | | | |  |
|  |  | Tuesday 20th July 2021 | | Tuesday 19th October 2021 | | |  |
|  |  | Tuesday 17th August 2021 | | Tuesday 16th November 2021 | | |  |
|  |  | Tuesday 21st September 2021 | | Tuesday 21st December 2021 | | |  |

NOTE Meeting Rules apply ‐ circulated to Members February 2019 and available from the clerk and at Parish Meetings.

**I have arranged for this agenda and the previous minutes to be added to the Parish Council Website:** [**www.hortonparishcouncil.gov.uk**](http://www.hortonparishcouncil.gov.uk)

Clerk to the Council: Mrs Benta Hickley, 4B Bells Lane, Horton, SL3 9PW Note: Personal callers by appointment only.

Email [Clerk@HortonParishCouncil.Gov.uk](mailto:Clerk@HortonParishCouncil.Gov.uk). Parish Phone 07957 588 277