



HIGHWOOD PARISH COUNCIL

6th June 2023

Members of Highwood Parish Council, you are hereby summoned to attend the
The Parish Council Extraordinary Meeting on Monday 12th June 2023 @ 7.00pm
held in Highwood Village Hall (foyer)

Signed: P. Latham
Chairman

THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF/TURNED TO SILENT MODE &
REMOTE MEETING POLICY ADHERED TO

AGENDA

A decision to be made **Expenditure decision**

43/23.	Declaration of Interests/Recording at Meetings All Members to be reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. The Chairman to give members the opportunity to declare any interests and note them. Councillors/Members of the Public to declare their intention to record the Meeting.
44/23.	Apologies for Absence A vote to be taken to accept apologies and the reasons submitted.
45/23.	Minutes The Minutes of the Annual Parish Council Meeting of 15 th May 2023 to be approved and signed.
46/23.	Public Forum The Chairman to allow a maximum of 15 Minutes for the Public to address the Council.
47/23.	Finance a) To receive the Internal Auditor's Report. b) To approve and sign the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return (AGAR) for 2022/23. c) To approve and sign the Accounting Statements (Section 2) of the AGAR for 2022/23. d) To note the period of the exercise of public rights as 26 th June – 4 th August 2023. e) To appoint the Internal Auditor for the financial year 2023/24. f) To review the Highwood Primary School PTA grant request. g) To appoint Fisher Jones Greenwood Solicitors to facilitate the auction of land at Radley Green, at a cost of £1500 + VAT and disbursements. h) To approve file storage fees at a cost of £84.18 per week (including VAT and insurance).

Clerk: Mrs S Gaeta

email: clerk@highwoodpc.org www.highwoodpc.org

