

EXTRAORDINARY MEETING

FULL TOWN COUNCIL MEETING – 26TH MAY 2023

All members are summoned to attend the above meeting, which will be held on FRIDAY 26TH MAY 2023, in the Edward German Room, Whitchurch Civic Centre commencing at 6.30pm.

The meeting is held in public, and we welcome contributions in the relevant section of the meeting, as indicated on the agenda. If you wish to contribute to the meeting, as a member of the public, it would be helpful if you could advise the Proper Officer in advance so that an appropriate period is set aside for this purpose.

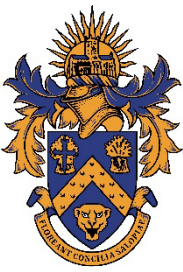
Members are respectfully asked to advise the Proper Officer, prior to the meeting, if they are unable to attend.

Date of Notice: 22nd May 2023

Mike McDonald
Proper Officer / RFO
Whitchurch Town Council

Meeting Notes:

1. Occasionally, contractual, staffing, or other matters have to be held in a “Confidential” section of the Meeting, to the exclusion of the Press and Public
2. Councils cannot lawfully decide items of business that are not specified in the Summons / Agenda (LGA1972, Sch 12, Paras 10 (2) (b))
3. Recording: Please note that all Council Meetings are recorded to ensure accuracy of the Minutes; these recordings are not retained following approval of the relevant minutes. You are requested to inform the Proper Officer if you intend to record or film the meeting.



1. Standing Item: Apologies

To receive Councillor apologies

2. Standing Item: Declarations of Interest

To receive Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting

3. Standing Item: Minutes

To confirm the minutes of:

- a. The Full Council Meeting of 20th April 2023 and sign as an accurate record of that meeting
- b. The Annual Town Meeting of 11th May 2023 and sign as an accurate record of that meeting
- c. The Annual Council Meeting of 11th May 2023 and sign as an accurate record of that meeting

4. Standing Item: Public Participation

To resolve that Standing Orders are suspended, whilst members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Council has responsibility. Standing Orders will be reinstated thereafter.

5. Governance Matters: Annual Accounting Statement 2022/23

To receive, consider and approve Accounting Statements 2022/23 from DCK Accounting Solutions.

6. Governance Matters: Internal Audit Reports 2022/23

To receive and consider the Internal Audit Reports for 2022/23 from JDH Business Services

7. Governance Matters: Annual Governance & Accountability Return (AGAR) 2022/23

To consider and approve the Annual Governance & Accountability Return (AGAR) for 2022/23 (sections 1 and 2), together with their submission to External Auditors, PKF Littlejohn. To note the commencement of the period for the exercise of public rights.

Associated Papers:

(X) = Agenda Item

Draft Minutes: FC Meeting, 20th April 2023 (3a), Annual Town and Annual Council Meetings, 11th May 2023 (3b and 3c)

Annual Accounting Statement 2022/23 (DCK Accounting Solutions) (5)

Internal Audit Reports 2022/23 (JDH Business Services) (6)

Annual Governance & Accountability Return (AGAR) 2022/23, s.1 & 2 (7)