



TO: All Members of Salehurst & Robertsbridge Parish Council

The Council will meet on Thursday 20th June at 7.30pm (Up to 15 minutes will be allowed at the start for public questions and comments).

Venue: **Youth Centre, George Hill, Robertsbridge.**

You are summoned to attend (Local Government Act 1972, Sch 12, para.10(2)(b)).

Agenda

- 24. To receive and accept apologies and reasons for absence**
- 25. Declarations of interest** – to receive Members' declarations of interests in accordance with the Code of Conduct adopted by the Council, including in relation to the External Auditor, P K F Littlejohn LLP.
- 26. Applications for dispensation** - to consider written requests from Members for dispensation and to consider the length of time the dispensation should be granted for i.e. as a one-off relating to a matter on this agenda, or ongoing for a set period and relating to any agenda within that period.
- 27. Minutes of the Council meeting held on 20th May 2024** – to approve the minutes as a correct record of the meeting, and to resolve to consider any matters arising from them at the next full Council Meeting on 15th July 2023.
- 28. RFO/FWG Report** - to receive the report and consider recommendations in relation to all further agenda items (published).
- 29. Risk Management** – to consider approval of the current document and agree process for ongoing updates / monitoring (published).
- 30. Asset Register** – to approve the statement of assets as at 31/3/24 (figure included in Box 9 of the AGAR – see 32c) (published).

31. Financial Statements 23/24

- a. **Year-End 23/24 budget position** – to consider and approve the movements to earmarked funds, year-end surplus / carry-forward details, and reserves statement, as recommended by the FWG (documents published).
- b. **Income & Expenditure Account, Balance Sheet and Bank Reconciliation** – to consider and approve the documents for the year ended 31 March 2024, as recommended by the FWG (documents published).

32. Annual Governance and Accountability Return (AGAR) 23/24 Part 3 (Smaller Authorities)

- a. **Internal Audit 23/24** – to receive and consider the Report completed by the Internal Auditor, including page 3 of the Annual Governance and Accountability Return and any matters arising from it (published).
- b. **Section 1: Annual Governance Statement by Councillors** – to consider the assertions, and complete the tick-boxes, ready for submission to the External Auditor (published).
- c. **Section 2: Accounting Statements** – to consider and approve the figures as completed by the Responsible Financial Officer from the financial statements of the Council (item 31b above), ready for submission to the External Auditor (published).

33. Appointment of Internal Auditor for 24/25 – to consider the recommendation of the RFO/FWG to appoint Keith Robertson as Internal Auditor for 24/25.

34. Request for a Grant / Donation – to consider a request for a donation from Robertsbridge Scouts towards purchase of T-shirts for the Asgard Explorer section's trip to Gibraltar to take part in a marine conservation project (published).



Karen Ripley (Mrs)
Clerk to the Council
16/6/24