

Misson Parish Council

Minutes of meeting held at 6:45pm on Wednesday 8th April 2026 at Misson Parish Hall.

Present: Cllr Mandy Walker-Green (Chair)
Cllr Spencer Robey
Cllr Sue Scott
Cllr Jamie Sutherland
Cllr Julie Watkins
Cllr Mark Watson

Also present ; Mark Hooper Locum Responsible Financial Officer and minute taker.
2 residents

2025.157.1. To receive apologies for absence - no apologies had been received.

2025.158.2. Chair's Welcome – The Chair welcomed Councillors and residents to the meeting and gave a fire safety announcement. When asked, no one confirmed intention to make a recording of the meeting. Cllr Robey raised a question about the note on the agenda re the recording of meetings. The note says that members of the public may now film, photograph and make audio recordings of the proceedings of the Public Participation session, as this is not part of the formal agenda of the meeting. Cllr Robey questioned whether the remainder of the meeting – apart from any confidential items – could be recorded. The Chair explained that the note had been included by the Locum Clerk – who was not present at the meeting. The practical impact of the note on recordings will be discussed with the Locum Clerk.

2025.159.3 To receive any declarations of disclosable pecuniary and non-pecuniary interests: none declared.

2025.160.4. Public Question Time. A member of the public asked if more spring bulbs had been planted on the Village Green in the past year as there appeared to be a proliferation of blooms. It was confirmed that no extra bulbs had been planted.

2025.161.5. Finance.

5.1 Members were asked to consider and confirm the council accounts and the end of year accounts.

i) **Q4 Reconciliation.** This had been distributed to the Cllrs in advance of the meeting along with the bank statements. Cllr Scott raised a query about one of the payments made in March 2026 which indicated that it had been made to a former Locum Clerk. The RFO explained that the payment had been made to SLCC and there was not the facility on the NatWest online banking to amend the reference line which included the name of the Locum Clerk. The March payment was in respect of the current Locum Clerk. **The Q4 Reconciliation was unanimously agreed.**

ii) **Accounts as at 31st March 2026.** Cllr Robey raised a question about the treatment of VAT in the accounts. Expenditure is shown including VAT - there is no separate entry for it. VAT refunds are shown as a line entry on income. The future treatment of VAT in the accounts can be discussed with the Locum Clerk. **The accounts as at 31st March 2026 were unanimously agreed.**

iii) **Bank Reconciliation as at 31st March 2026 – this was unanimously agreed.**

iv) **Regarding the AGAR; Members are asked to agree and confirm request for exemption from the requirement for a limited assurance review because income and expenditure for the AGAR period 25/26 is <£25k.**

Cllr Scott explained that she was not prepared to agree as she was of the opinion that the 2024/25 Section 3 External Auditor's Report had not been signed off – in which

case the PC could not exempt itself from the requirement for a limited assurance review for 2025/26. There was a discussion about the 2024/25 AGAR and the majority were of the opinion that the External Auditor had provided a limited assurance opinion for 2024/25, but were unable to complete the review as a consequence of outstanding correspondence received in relation to prior years, relating to the outstanding objection made against the 2023/24 AGAR.

ACTION – RFO to confirm the situation with regard to the 2024/25 Limited Assurance Review with PKF Littlejohn – the External Auditors.

Cllr Scott raised a further point that regardless of whether the 2024/25 Limited Assurance Review had been signed off – she was of the opinion that a further limited assurance review should be requested for 2025/26 which would incur a cost of £210 plus VAT.

The Chair proposed the motion be put to a recorded vote, seconded by Cllr.Watson:

Cllr Mandy Walker-Green (Chair) in favour,
Cllr Jamie Sutherland in favour,
Cllr Julie Watkins in favour,
Cllr Mark Watson in favour
Cllr Sue Scott against, and
Cllr Spencer Robey abstained.

As the majority of the Council voted in favour of requesting an exemption the motion was carried.

5.2 Members were asked to confirm the signatories for the MPC bank accounts transferred from NatWest to Unity Trust will be as agreed in 2024 – Cllr Robey, Cllr Watkins, Cllr Walker-Green and the Parish Clerk. **This was unanimously agreed**

Date of the next meeting – The Annual General Meeting will be held at the Parish Hall on 6th May 2026 at 6.45pm.

Chair closed the meeting at 7.15pm

Minutes Approved 6th May 2026 and signed by the Chair in the meeting.