

**Clerk to Council: Elizabeth Martin**

Website: <https://altonsandhoneystreet.org.uk/the-parish-council-2013/>  
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Ivy House  
72 The Green  
Poulshot  
SN10 1RT

21<sup>st</sup> June 2025

**To: Members Of The Parish Council**

Dear Councillor,

You are summoned to attend the meeting of Alton Parish Council to be held at the **Coronation Hall, Alton Barnes on Wednesday 25<sup>th</sup> June 2025 at 18:30** for purposes of transacting business as set out in the Agenda below. Relevant documents for the meeting will be posted to the website before the meeting.

The press and public are invited to attend.

**A public participation section will precede** the main Council meeting for up to fifteen minutes, three minutes per person. No decisions or arrangements will be made on items raised in this section unless the issue is listed on this Agenda. The main Council Meeting will commence following this session.

Members of the public wishing to ask a question regarding an Agenda item are asked to submit it to the Parish Clerk by email at least 24hrs prior to the meeting to

[clerk@altonsandhoneystreet.org.uk](mailto:clerk@altonsandhoneystreet.org.uk)

If the member of the public does not use email, then the question should be mailed to the Parish Clerk at the above address. The question will be read out at the meeting and, if possible, an answer will be given at the time. If that is not possible then a written reply, either email or post, will be given after the meeting.

Yours sincerely,  
**Elizabeth Martin**  
Parish Clerk

**Public Participation:** Comments from members of the public to be considered by the Council regarding items on the agenda.

## AGENDA

### 1 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

### 2 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 Councillors should declare any personal, prejudicial, or pecuniary interests pertaining to the agenda.

### 3 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR YEAR ENDED 31ST MARCH 2025

a. To Receive The Internal Auditors Report

b. To Receive The Accounting Report For 2024/25

c. To Consider And Approve The Annual Governance Statement For 2024/25

d. To Consider And Approve The Annual Accounting Statements For 2024/25

e. To Consider And Approve The Exemption Certificate

f. To Note The Dates For The Public To Exercise Their Rights Will Be From Friday 28<sup>th</sup> June 2025 To Friday 8<sup>th</sup> August 2025.

### 4 NEXT MEETING

To Confirm the date of the next meeting of the Council as Thursday 17<sup>th</sup> July 2025.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.

Recording including filming, audio recording, taking photographs, blogging, tweeting and using other social media websites is permitted at Council meetings which are open to the public – however, anyone wishing to do so must speak to the Clerk prior to the meeting as there are rules which must be followed.

Any person who may find difficulty accessing the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort may be made to provide access.