



WINTERTON-ON-SEA PARISH COUNCIL

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Chair: Cllr. M. Bobby

Proper Officer for this meeting: Cllr. M. Carr

RFO for this meeting: Cllr. D. Clegg

NOTICE OF MEETING AND SUMMONS TO ATTEND

Councillors are summoned and the press and the public are invited to attend a Meeting of Winterton-On-Sea Parish Council to be held at the Village Hall on Wednesday 31st May 2023 at 7:30pm.

Date published: 24/05/2023

AGENDA

1. Apologies.

- 1.1. To consider and approve apologies for absence.

2. Declarations of interest.

- 2.1. Councillors are invited to declare a pecuniary or non-pecuniary interest on any item on the agenda.
- 2.2. To consider any dispensation requests received.

3. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

- 3.1. To complete, agree and sign the Annual Governance and Accountability Return 2022/23 for submission to external auditors.
 - 3.1.1. 2021-22 External Audit Report to inform;
 - 3.1.2. Internal Audit Report for 2022/23, previously circulated, to be formally noted for submission;
 - 3.1.3. Annual Governance Statement Section 1 to consider, complete and sign
 - 3.1.4. 2022-23 Annual Accounts (given to councillors at Annual Parish Council Meeting) to inform AGAR Section 2; RFO to provide certified Accounting Statements 2022/23 (AGAR Section 2);
 - 3.1.5. To consider, approve and sign Accounting Statements 2022/23 (AGAR Section 2);
 - 3.1.6. 2022-23 Bank reconciliation to be signed for submission;
 - 3.1.7. To agree, sign and note the dates of the Exercise of Public Rights
 - 3.1.8. To consider, approve and sign (if required) a Statement of Variance.

4. Other month-end business / transactions.

- 4.1. May 2023, Transactions since last meeting (17/05/2023)

- 4.1.1. To note unreported receipts for May 2023

<u>SOURCE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Village Hall Hire	£360.00	VH hire
Allotments	£0.00	Plot rent
Refunds	£0.00	
	<u>£360.00</u>	

- 4.1.2. Confirm all village hall users have been invoiced for May 2023.

- 4.1.3. To approve additional payments to be made by end May.

<u>PAYEE</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>METHOD</u>
Rowland Smith	£280.00	Grass cutting	Bacs
Maple Tree Surgeons	£1350.00	Toilet Grant	Bacs
SLS Scratby	£118.01	Allotments	Bacs
Salaries	£262.80	Staffing	Bacs
HMRC	£5.20	HMRC	DD
	<u>£2,016.01</u>		

- 4.1.4. Receive bank reconciliation year-to-date to end May 2023

- 4.2. Approval to purchase additional battery for existing SAM sign of approximate value £75.00

5. Other Council business.

- 5.1. Note additional key holder for recreation ground car park gate.
- 5.2. Appoint councillor to monitor key holders list and activities.
- 5.3. Agree councillors for Finance Committee.
- 5.4. Local police SNAP meeting on 8th June 2023

Public participation is at the discretion of the Chair, but there is no scheduled item for it at this meeting. This does not exclude any elector's exercise of rights under Schedules 25 and 26 of the Local Audit and Accountability Act (2014)