

# Lydiard Millicent Parish Council

## Notice of Meeting and Summons to Attend

To : ALL MEMBERS OF LYDIARD MILLICENT PARISH COUNCIL  
Councillors Dean Cobb, Andrew Fletcher, Sarah Hill-Wheeler,  
Andre Kayani, Vernon Montgomery, Sian Penning, Alan Pflieger,  
Richard Selwood, Mike Sharp, Phil Shepherd.

In accordance with schedule 12, para 10(2) of the Local Government Act 1972 Notice is hereby given that a Special meeting of Lydiard Millicent Parish Council will be held on Thursday 28<sup>th</sup> June 2018 in the Jubilee Club House, Chestnut Springs, Lydiard Millicent, commencing at 7.30pm.

*Deborah Bourne*

DEBORAH BOURNE  
Parish Clerk

21 June 2018

**Public Question Time:** Members of the public are invited to make representations to Lydiard Millicent Parish Council on matters relating to this Agenda (Public Bodies [admission to meetings] Act 1960), before the meeting commences (limited to 10 minutes). Every effort will be made to give accurate answers to all questions, but in some cases further research may be necessary when an answer will be given by the Chairman or Clerk as soon as possible.

### AGENDA

- Apologies for Absence:** The Council is asked to note any apologies and to accept reasons they consider to be appropriate.
- Declarations of Interest:** To receive Declarations of Interest in accordance with the Code of Conduct adopted by this Council in July 2012. Members are reminded that it is their personal responsibility to keep their entry in the Register of Interests up to date. Please contact the clerk, if entries are in need of updating.
- Annual Governance and Accountability Return**  
At its meeting on 17<sup>th</sup> May 2018, the Council approved statements 1-9 in section one of the Annual Return. The approving of this Annual Governance Statement must be completed before members consider the Annual Statement of Accounts.

The Annual Statement of Accounts was placed before the Council for adoption at its meeting on 7<sup>th</sup> June. At that meeting members asked that the Finance Working Group consider the details first and bring a recommendation back to the Council. The Finance Working Group met to consider the Annual Return on Tuesday 19<sup>th</sup> June 2018, their recommendation is attached.

# Lydiard Millicent Parish Council

Members of the public have a statutory 30 working days to examine the Councils accounts and raise any questions with the External Auditors. The 30 working days must include the first 10 working days of July, therefore to comply with this legislation Accounts should be adopted by 30<sup>th</sup> June. If the Accounts are not adopted by 30<sup>th</sup> June the Council will incur extra charges, and the Auditor may only issue a qualified certificate to discharge their responsibilities under the Local Audit and Accountability Act 2014.

If the Council is minded to adopt the RFO's certified Statement of Accounts, a Notice will be issued for Public Inspection to begin on Monday 2<sup>nd</sup> July ending on Friday 10<sup>th</sup> August 2018.

On completion of the External Auditors Limited Assurance inspection, the Annual Return will be published again, showing any comments from the Auditors. Publication must be no later than 30<sup>th</sup> September 2018.