

Minutes of the meeting of the Bigbury Parish Council(BPC) Extraordinary meeting held on, **Wednesday, June 28<sup>th</sup>, 2023**,  
**Memorial Hall, St Ann's Chapel** at 6:00pm.

Present: Cllr. S. Watts(SW), Chairman, Cllr. H Wainright(HW) Vice Chairman, Cllr. V. Scott (VS), Cllr. J. Fish(JF), Cllr. H Marshall(HW), Clerk, I.Bramble(IB). No members of the public(MsP) attended.

1. Welcome

SW welcomed all Councillors in attendance and explained that the meeting was for the sole purpose of receiving and approving BPC's Annual Governance and Accountability Return for 2022/2023.

2.0 Open Session

No members of the public attended.

3.0 Apologies for Absence

Received from Cllr Molesworth and Cllr. Case

4.0 Declarations of Interest

None declared

5.0 2022-2023 AGAR Returns

IB explained the background to this year's Internal Audit and the appointment of a new Internal Auditor, the rigorous audit made and action which will need to be taken to satisfy their recommendations prior to the 2023-2024 audit.

Our External Auditor, appointed by the Smaller Authorities' Audit Appointments Ltd., requires each of the items below to be formally approved in a public meeting, in the order listed, for only the Certificate of Exemption then to be submitted to them by June 30<sup>th</sup>.

- i) Receive Annual Internal Audit Report  
VS proposed approval, JF seconded, Cllrs. supported unanimously
- ii) Receive Annual Governance Statement  
SW Proposed approval, JF seconded, Cllrs. supported unanimously
- iii) Receive Accounting Statements  
SW proposed approval, HW seconded, Cllrs. supported unanimously
- iv) Approve Certificate of Exemption  
HM proposed approval, HW seconded, Cllrs. supported unanimously
- v) Exercise of Public Rights  
VS proposed approval, SW seconded, Cllrs. supported unanimously

The meeting closed at 6:45pm

Draft minutes subject to approval at the next meeting.

The next meeting will be held in the **Memorial Hall, St Ann's Chapel at 7:30pm on Wednesday, July 12<sup>th</sup>, 2023**

Signed ..... Chairman, Dated.....