

COTTON PARISH COUNCIL

Chairman: Councillor Sarah Wenban
Clerk: David Rayner
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Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend a meeting of the Parish Council on **Wednesday 12 July 2023 at 7.30pm in Cotton Village Hall, IP14 4QL** to consider the items set out below.

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

This meeting will be recorded and anyone speaking at the meeting will have deemed to have given consent to being recorded.

AGENDA

1. Apologies for absence:

- a. Councillors to receive any apologies for absence.
- b. Councillors to vote on acceptance to apologies for absence.

2. Declarations of Interest and Dispensation considerations:

- a. To receive any Councillors' Interests in subsequent agenda items.
- b. To receive and consider any requests for dispensations.

3. Minutes of previous meeting: Councillors to approve the minutes of the Parish Council meetings held on 10 May 2023, 14 June 2023 and 7 July 2023 as true records of the decisions made.

4. Finance (all supporting papers appended):

- a. Councillors to approve the finance report for the year ended 31 March 2023, as amended, to support the AGAR statement. SW to sign AGAR statement at meeting.
- b. Councillors to approve the finance report for the period ended 31 June 2023 including:
 - i. Bank reconciliations.
 - ii. Budget to actual payment and receipts.
 - iii. Reserves.
- c. Councillors to note receipts since the last meeting.

- d. Councillors to approve payments as per schedule.
- 5. Governance:** Councillors need to review and agree the following:
- a. Review and agree the Asset register,
 - b. Review and agree the CIL return, SW to sign following review,
 - c. Councillors to confirm the Council is exempt from an external audit and instruct SW to sign Certificate of Exemption.
- 6. Any other matters for information, to be noted, or for inclusion on a future agenda:** A review of the standing orders and risk assessments to be carried out. Look at revamping the website.
- 7. To note and agree the date for the next schedule meeting:** Councillors to note the next meeting is scheduled for 13 September.
- 8. Chairman to close the meeting.**

David Rayner

David Rayner
Clerk and RFO to Cotton Parish Council
7 July 2023