

Poundstock Parish Council

Chair: Cllr. Stephen Blake
Clerk: Mrs. Lynn Pluess
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19-June 2025

TO MEMBERS OF THE COUNCIL:

Councillors: S. Blake, M. Carter, E. Harris, P. Idelson, T. O'Sullivan, G. Swatton and J. Worth.

Dear Members,

I hereby give you notice that an Extraordinary Council Meeting of Poundstock Parish Council will be held on **Wednesday 25-June 2025** at 7:00 pm at the **Gildhouse, Vicarage Lane**. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out on the agenda below.

Yours sincerely,

L Pluess

Clerk Mrs. Lynn Pluess

Press and Public are invited to attend.

Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

1. **Apologies for absence.**
To **RECEIVE** and **APPROVE** any apologies.
2. **Declarations of Interest.**
To **RECEIVE** any Declarations of Interest.
3. **Requests for Dispensations.**
To **RECEIVE** any requests for Dispensations and **RESOLVE** to grant dispensations where appropriate.
4. **Public Open Session:** Members of the public are invited to address the Council on an agenda item. Residents are encouraged to participate beforehand by emailing the Clerk's Office.
5. **Annual Governance and Accountability Return 2024/25**
To **RESOLVE** as follows: -
 - (a) To **AGREE** the Annual Governance Statement 2024/25 (Section 1)
 - (b) To **AGREE** Section 1 be signed by the Chair and Clerk
 - (c) To **AGREE** the Accountancy Statement 2024/25 (Section 2)
 - (d) To **AGREE** that Section 2 be signed by the Chair.
 - (e) To **APPROVE** the additional information to be submitted to the external auditor BDO UK in support of the AGAR: -
 - (i) Bank Reconciliation 2024/25

- (ii) Explanation of Variances 2023/24 and 2024/25
- (iii) Asset Register 31-Mar 2025
- (iv) Earmarked Reserves.
- (v) Conflict of Interest with BDO.
- (f) To **ADOPT** the dates for the period of exercise of public rights 30-June to 08-August 2025.
- (g) To consider and **NOTE** the Internal Audit Report 2024/25.

6. PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960

During the meeting it may arise that publicity would be prejudicial to the public interest by reason of the confidential or special nature of the business to be transacted and the press and public will be instructed to withdraw. When this arises, the Chair will recommend to consider passing the following resolution; “to resolve that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw.”

7. Close the Meeting.