

KINGSTON PARISH COUNCIL

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7th June 2023

Members of Kingston Parish Council are summoned to the public **extraordinary meeting of the parish council** to be held on Tuesday 14th June 2023 commencing at 1900 hours in Kingston Community Pavilion.

This meeting has been requested by Cllr Douglas (Chairman), with the agenda being set by Kingston Parish Council.

The meeting is open to the press and public unless the council do otherwise resolve to enter private session where members of the press and public are excluded.

Signed: *Julie O'Donnell* (Clerk to Kingston Parish Council).

AGENDA

1. Apologies and reasons for absence
2. The Chairman will invite Councillors to declare any interest they may have in the following agenda items.
3. **Public Forum:** A period not exceeding 30 minutes is available for the public to express a view or ask a question on relevant matters on the following agenda.
4. Council vote – Motion to conduct Agenda item 11 as a closed session and exclude the press and public attendance as confidential legal matters are to be discussed.
5. For members of the parish council to acknowledge the receipt of the following finance documents prepared for the end of year finances, internal and external audits, as emailed to full council on 31st May 2023 for the year ending 31st March 2023:
 - AGAR bank reconciliation
 - AGAR completed confirmation of dates of period for the provision of public rights form.
 - AGAR explanation of any significant variances

- Annual return
- Bank account reconciliations
- Cash and investment reconciliation
- Ear marked reserves
- Fixed Asset register – with amendments
- Nominal Ledger
- Summary receipts and payment
- Trial balance
- VAT Return details

6. Internal Audit - to receive the internal auditors report and consider the recommendations for the next financial year (previously circulated)

7. Annual Governance Statement

7.1. To review the effectiveness of the system of internal control and prepare the annual governance statement.

7.2. Resolve that full parish council approve the Annual Governance Statement.

7.3. For the Chairman to sign the Annual Governance Statement.

8. Annual Accounting Statements

8.1. For full parish council to consider the Accounting Statements

8.2. Resolve that full parish council approve the Accounting Statements

8.3. For the Chairman to sign the annual Accounting Statements

9. Kingston mapping Project

9.1. To approve the final report of the Mapping Project (report and summary previously circulated) prepared by Wild Business on behalf of KPC with funding from SDNPA.

9.2. To approve the setting up of the Kingston Nature Recovery Group as a sub-working group of Kingston Parish Council to take the work on nature recovery forward.

10. SDNPA board ballot paper – council to agree and vote for up to two candidates for the SDNPA board position. Candidate summaries previously circulated.

11. Council Vote – Confidential Legal Matter. Documentation to be acknowledged and next steps agreed as detailed in the Private and Confidential report.

- *The next parish council meeting is 12th July 2023 at 7.00pm Kingston Community Pavilion*
- *The Annual Parish Assembly will be held on 16th June 2023 at 7.30pm Kingston Parish Hall*