

**-A meeting of Little Chalfont Parish Council
will be held on Wednesday 15 June 2022 at approx. 7.45pm (following the Planning meeting)
in the Village Hall, Cokes Lane, Little Chalfont**

Agenda

- 1. Apologies for absence.**
- 2. To accept a resolution that standing orders be suspended** to allow any members of the public to speak (10 mins).
- 3. To receive and approve the minutes of 11th May 2021.**
- 4. Declarations of Interest.**
- 5. Approval by Chairman of Items for Any Other Business.**
- 6. Chairman's Report:** (to follow)
- 7. Clerk's Report:** (to follow).
- 8. To receive reports, as appropriate, from members of outside bodies and working parties.**
- 9. Report on the Accounts 2021/22:** (to follow)
- 10. Internal Audit Report 2021/22:** . Internal Audit Report
 - (i) To receive and adopt the Internal Audit Report dated 20 May 2022 following the auditor's visit of that date (previously circulated);
 - (ii) The auditor's overall conclusion was that he found the accounts and systems to be in good order and had no significant issues to raise. As a result, he had completed and signed the Annual Internal Audit Report which will accompany AGAR papers to be sent to the External Auditors. (Copy attached.)
 - (iii) To note that in the report referred to in (i) above, the auditor made a number of helpful recommendations. The Council is asked to review these and support implementation as soon as practicable.
- 11. Annual Accounts for the Year Ended 31 March 2022 (papers attached)**
 - (i) To consider and approve the Annual Governance and Accountability Return (AGAR), Section 1, Annual Governance Statement, for signature by the Chairman and the Parish Clerk. In considering this item, Council should refer to the Internal Auditor's report previously discussed above.
 - (ii) To note that the Parish Clerk, as RFO, has certified the AGAR section 2, Accounting Statements, by signing and dating;
 - (iii) Council to consider and approve the AGAR section 2, Accounting Statements 2021-22. The Chairman will then sign and date to confirm such approval;
 - (iv) To confirm that the period during which electors and interested persons may exercise rights relating to the annual accounts will be Monday 20 June – Friday 29 July 2022. The relevant notice advising of such rights will therefore be displayed on the website and Parish Council notice boards from Thursday 16 June 2022.
- 12. Financial matters:**
 - (i) List of payments 15 June 2022 (to follow);
 - (ii) Schedule of s137 payments 2021/22(to follow);
 - (iii) Reserves.
- 13. Any Other Business.**
- 14. Date of Next Meeting:** Wednesday 13th July 2022 at 7.45pm (following the Planning meeting)