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Parish Council Office
Wivelsfield Village Hall
Eastern Road
Wivelsfield Green
RH17 7QG

To Members of the Parish Council

You are summoned to attend an Extra-ordinary meeting of the Parish Council to be held on **Monday 27th June 2022** at **7pm**, at the **Renshaw Room, Wivelsfield Village Hall**, Eastern Road, Wivelsfield Green, RH17 7QG.

Ian Dawson (Chair)

21 June 2022

OPEN FORUM

Members of the public are invited to put questions to or draw relevant matters to the attention of the Council, prior to the commencement of business. This is for a period of up to fifteen minutes and may be restricted to three minutes per person if necessary.

AGENDA

Agenda Item	Description
1	Apologies for Absence
2	Declarations of Members' Interests a To receive declarations of interest from Councillors on items on the agenda b To receive (and grant if appropriate) written requests for dispensations for disclosable pecuniary interests
3	Financial Matters a To note the report from the year end internal audit. b To review the effectiveness of internal audit. c To resolve to continue to use Mulberry and Co for internal audit services for the forthcoming year. d To review and sign the Financial Statements for the year ended 31 March 2022. e To review, approve and sign Section 1 of the Annual Return - the Annual Governance statement. f To review, approve and sign Section 2 of the Annual Return – Accounting Statements. g To note the forthcoming publication of a Notice of Electors' Rights. h To discuss costs associated with the cleaning of the office and public toilets.
4	Items for Noting or Inclusion on Next Agenda
5	Date of Next Meeting a Monday 4 th July 2022 – Parish Council Meeting