**CUTSDEAN PARISH COUNCIL ANNUAL MEETING**

[www.cutsdeanparishcouncil.co.uk](http://www.cutsdeanparishcouncil.co.uk)

**Clerk to the Council: Claire Butler, West Barn Farm, Cutsdean, Cheltenham, GL54 5RX**

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**MINUTES OF EXTRAORDINARY MEETING**

**WEST BARN FARM, CUTSDEAN WEDNESDAY JUNE 21st @ 6.00PM**

1. Present at this meeting – Cllr Butler, Cllr Beetson, Cllr Smith, and Cllr Wright, Cllr Clarke.
2. Declaration of Interests – none to note.
3. Public participation – no members of the public present.
4. Confirm exemption from external audit – Council confirmed that it meets the criteria to declare itself exempt from a limited assurance review as both its receipts and payments in 2022/2023 were lower than £25,000.
5. Receive and consider internal audit report – the report was circulated to all Cllrs. Many improvements have been made since last year and there are a few small points to review.
6. Approve Annual Governance Statement – the statement was circulated to all Cllrs and it was approved and signed by the Chairman.
7. Approve accounting statement – the statement was circulated to all Cllrs and it was approved and signed by the Chairman.
8. Confirmation of the period of electors rights - Council agreed that the period of electors rights would run from 26th June – 4th August 2023.
9. AOB – Nothing to note at this time.
10. The next regular meeting will be on the 11th July 2023 at West Barn Farm, Cutsdean at 6.30pm.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By email: Denny Beetson, Ted Smith, Matthew Butler, Chris Clarke, David Wright

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