

# Redbourne Parish Council

Parish Clerk – Holly Hanson  
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Dear Councillor,

You are hereby summoned to attend an **Extraordinary Meeting** of Redbourne Parish Council on **Monday 27<sup>th</sup> July 2020**. The meeting will be held at **St Andrews Church, Redbourne** and will commence at **7.00 pm**.

The agenda is set out below.

Members of the public and press are welcome

*Lynn Wainwright*

Lynn Wainwright – Chair of the Parish Council  
23<sup>rd</sup> July 2020

## **Public Participation**

Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened. The time will be restricted to 15 minutes maximum unless the Council decides otherwise. Listeners should note that decisions cannot be made at this meeting on items not on the agenda. Meetings may be recorded.

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## **Agenda**

### **20/21 – 0701E      Apologies**

To note apologies for absence.

### **20/21 – 0702E      Declaration of Interest**

- a) To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- b) To note any dispensations granted to any member of the council in respect of the agenda items listed below

### **20/21 – 0703E      Internal Audit Report 2019/20**

- a) Clerk to present the report from the completed Internal Audit of 2019/20 for inspection and discussion by Councillors .

### **20/21 – 0704E      Annual Accounting Statement 2018/19**

- a) Members to consider the retraction of the incorrect Accounting Statement 2018/19.
- b) Members to consider the resubmission of the corrected Accounting Statement 2018/19.
- c) Members to resolve the approval of the corrected Accounting Statement 2018/19.
- d) The corrected Accounting Statement 2018/19 to be signed and dated by the Chair

### **20/21 -0705E      Annual Governance Statement 2019/20**

- a) Members to consider the Annual Governance Statement.
- b) Members to approve the Governance Statement.
- c) The signing and dating of the Governance Statement by the Chair and Clerk.

### **20/21 – 0706E      Annual Accounting Statement 2019/20**

- a) Members to consider the Accounting Statement.
- b) Members to resolve the approval of the Accounting Statement.
- c) Accounting statement to be signed and dated by the Chairman.

# Redbourne Parish Council

**20/21 – 0707E**      **To approve and sign the Certificate of Exemption for Smaller Authorities 2019/20**

**20/21 – 0708E**      **Devolution of responsibility to Clerk**

To discuss and resolve devolving decision-making authority to the Clerk to enable the business of the council to be transacted between scheduled meetings, in line with the schedule of roles and responsibilities.

**20/21 – 0709E**      **Clerk’s Report**

Clerk to update the Parish Council on any items requiring attention since the last meeting on any subject not separately on the Agenda.

- a) Appointment of Autela for Payroll Process
- b) Website update
- c) Speeding update
- d) Verge & PROW cutting

**20/21 – 0709E**      **Accounts**

To approve the following accounts for payment:

Date of Payment	Payment to	Description	Amount
29 <sup>th</sup> July 2020	BK Brooks	Internal Audit Fees	£325