

Bradfield Combust with Stanningfield Parish Council

**Amanda Hinde, Clerk, Old Cottage, Stanningfield, Suffolk, IP29 4RQ
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20th June 2018

Members of the Council

You are hereby summoned to an Extra Ordinary meeting of Bradfield Combust with Stanningfield Parish Council to be held on Thursday 21st June 2018 at 7.00pm at St Nicolas Church, Stanningfield for the purpose of transacting the business below.

Amanda Hinde
Clerk

Agenda

- 1. Apologies**
To receive apologies and to approve the reason for absence.
- 2.** To discuss the Annual Governance and Accountability Return 2017/18 for the internal audit being carried out by SALC.
- 3.** To sign all documentation.

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Minutes of the Extra Ordinary Parish Council meeting held at St Nicolas Church, Stanningfield on Thursday 21st June 2018 at 7.00pm

Present: Councillors (Cllrs) D Staff (Chair), T.Langan, C Walters, M.Duchesne, S Jordan, J.Cladd

In attendance: Amanda Hinde (Clerk)

Those present indicated no intention to film, record, photograph or use social media in order to report on the proceedings of the meeting.

The agenda together with appendix (1) will be appended to the signed minutes:

1. Apologies

Cllr Grimmer and Cllr Mears sent apologies to the clerk.

2. Clerk Report

- (i) The Clerk informed the council about the Annual Governance and Accountability Return 2017/18 needed for the Internal Audit along with the exemption certificate which is being carried out by SALC. The necessary forms were duly signed and the clerk will send them off to SALC so as the internal audit can be completed. (appendix 1).
- (ii) The exercise of Public Rights document will be displayed on the villages notice boards and on the website dates from 2nd July 2018 until 13th August 2018.

The meeting ended at 7.30pm

Chairman ... 