



NORTHAW & CUFFLEY PARISH COUNCIL

7 Maynard Place, Cuffley, Herts, EN6 4JA

Telephone: 01707 875825

Summons issued – 20th June 2024

To Members of the Parish Council,

Councillors, Christine Burrows, Brent Cheetham, Mike Clark, John Henderson, Ben Roberts, Paul Singleton, David Sive and . (one vacancy)

You are summoned to attend an extra ordinary meeting of **Northaw & Cuffley Parish Council** that will be held at 7pm on **Wednesday 26th June 2024** in the Maynard Place office meeting room, Cuffley EN6 4JA.

Your presence is summoned for transacting the business outlined in the agenda below.

The meeting is open to the press and public unless the Council do otherwise **RESOLVE** to enter private session where members of the public and press are excluded.

Lisa Peters LCGI PSLCC CPFA CiLCA
Clerk to Northaw & Cuffley Parish Council

**PLEASE BE AWARE THIS
MEETING MAY BE
RECORDED BY THIRD
PARTIES**

AGENDA

24/25-13 APOLOGIES & ANNOUNCEMENTS

To receive and accept apologies for absence

24/25-14 DECLARATIONS OF INTEREST

- a) To receive declarations of interest from members regarding items on the agenda
- b) To receive any written requests for dispensations for declarable interests; and
- c) To grant any requests for dispensation as appropriate

24/25-15 QUESTIONS FROM THE PUBLIC

Members of the public may ask a question, make representation, or give evidence in respect of the business on the agenda for a maximum per item of 3 minutes

24/25-16 MINUTES OF PREVIOUS MEETINGS & COMMITTEES OF THE PARISH COUNCIL

To accept and confirm the minutes of the Full Council meeting held on Wednesday 15th May 2024 are a true and accurate record.

24/25-17

FINANCE

Council to review and agree the following financial matters:

- a) To delegate authority for the July (Month 4) payments to be set up for payment and retrospectively approved by Council at the next meeting.

24/25-18

INTERNAL AUDIT 2023/24

- a) To receive and note the internal auditor report for 2023/24.
- b) To receive and note the internal auditors signed page 3 of the NCPC Annual Governance Annual Return 2023/24.
- c) To note and approve any action plan resulting from recommendations made in the internal audit report 2023/24

24/25-19

EXTERNAL AUDIT 2022/23

To review and resolve that the following papers be signed by the Chair of Council and submitted to PKF Littlejohn LLP, the external auditor:

- a) To receive the 2023/24 Balance Sheet.
- b) To receive the 2023/24 detailed Annual Return
- c) To receive the draft NCPC Annual Governance Annual Return 2023/24 and after review, to resolve that:
 - the Council approve assertions on Section 1 of the Annual Governance Annual Return (AGAR) 23/24 (page 4 of 6) Council to confirm that responses are either marked yes or no
 - the Chair of Council and Clerk sign Section 1 of the AGAR 23/24 (page 4 of 6)
 - the Chair of Council signs Section 2 of the AGAR 2023/24 (page 5 of 6)
- d) To note the public rights period from Thursday 27 June 2024 to Wednesday 7 August 2024

24/25-20

PARISH ADMINISTRATION

To note a verbal or written report from the Clerk

24/25-21

QUESTIONS FROM THE PUBLIC

Time permitting and at the Chair's discretion members of the public may ask a question on the business discussed.

If the Council resolve under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and public and broadcast media must be excluded from the meeting as in consideration of the items of business their broadcast or publicity would be prejudicial to the public interest due to the confidential or commercial nature of the business to be transacted.