

Lindfield Parish Council

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Parish Clerk: Mrs C Irwin

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19 May 2016

To: Members of Lindfield Parish Council

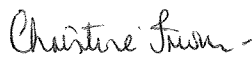
You are hereby summoned to attend an **Extraordinary Meeting of Lindfield Parish Council** to be held on **Thursday, 26 May 2016** at the **King Edward Hall (Library)** at **8.00 p.m.** to transact the following business:

Welcome and emergency announcements.

AGENDA

1. To receive and accept apologies and reasons for absence.
2. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting, that has not been disclosed under this item, the member must immediately disclose it.
3. Questions/comments from members of the public. *(This will be limited to a maximum of 15 minutes. In accordance with Standing Order 3 (e) – (g) each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes).*
4. To consider the findings of the Review of the Effectiveness of the System of Internal Control (received and approved at Full Council on 10 March 2016 *(previously circulated, also attached)*).
5. To receive and consider the final report of the Internal Auditor following his inspection on 21 May and the Internal Audit report on the Annual Return *(to follow)*.
6. Annual Return 2015/16 Section 1: to approve by resolution the Annual Governance Statement 2015/16 *(blank document attached - to be completed at the meeting)*.
7. Annual Return 2015/16 Section 2 (Accounting Statements): *(draft attached – a copy of the final document signed by RFO will follow after the visit of the Internal Auditor)*.
 - i) to consider the Accounting Statements
 - ii) to approve by resolution the Accounting Statements for the financial year 2015/16.
8. Setting of the date for the exercise of Electors' Rights: to confirm the dates for the public inspection period, as suggested by the External Auditors: Monday 6 June to Friday 15 July inclusive.
9. To approve the Annual Report for publication in Lindfield Life July edition *(draft to follow)*

Signed



Christine Irwin
Clerk to the Council

Cc: WSCC Cllr. Mrs. C. Field
MSDC Cllr. Mr. A. Lea
MSDC Cllr. Mrs. A. Lea
Mid Sussex Times