



Councillor Duncan Rawlinson, Town Mayor

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30th June 2023

ALL COUNCILLORS BURNHAM-ON-CROUCH TOWN COUNCIL

Dear Sir/Madam,

EXTRA ORDINARY COUNCIL MEETING

You are summoned to attend an **Extraordinary Council Meeting of the Burnham-on-Crouch Town Council**, to be held at The Council Chamber on **MONDAY 3rd JULY 2023 at 7.00pm.**

Supporting documentation for agenda items held in the public session of this meeting will be available via the Council's website.

**Please do not attend this meeting if you have a fever and a cough or flu like symptoms.
Please use the hand sanitiser as you enter the building.**

Yours faithfully

D C Rawlinson

Cllr Duncan Rawlinson

TOWN MAYOR – 30th June 2023

Sound Recording of Meeting

Please note that the Council will be recording any part of this meeting held in open session for subsequent publication on the Council's website. Members of the public attending the meeting with a view to speaking are deemed to be giving permission to be included in the recording.

AGENDA

1 APOLOGIES FOR ABSENCE

To receive apologies for absence.

2 DECLARATIONS OF INTERESTS

All Town Councillors should have completed their Statutory Declarations of Interests in accordance with the Localism Act 2011 and the Code of Conduct for Members, adopted by the Town Council.

3 PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA

To receive questions from the public and press (10 minutes allowed).

4 ANNUAL GOVERNANCE STATEMENT, ACCOUNTING STATEMENTS AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022/2023

All Members have received a copy of the reports on:

a) Members to note the annual internal audit report for 2022/2023.

b) Members to consider the Annual Governance Statement (review of the effectiveness of the system of internal control) and approve, by Resolution, section 1: The Annual Governance Statement, of the Annual Governance and Accountability Return for 2022/2023. The Chairman and the Clerk of the Meeting will sign the Annual Governance Statement

c) Members to consider and approve, by Resolution, section 2: Accounting Statements, of the Annual Governance and Accountability Return for 2022/2023. The Chairman and the RFO of the Meeting will sign the Accounting Statements.

d) Members to note that arrangements will be made for the publication of information required by Local Audit and Accountability Act 2014 Sections 26 and 27 of the Accounts and Audit Regulations 2015 (SI2015/234), including the period for the exercise of public rights.

5 EXCLUSIONS OF THE PUBLIC AND PRESS

Councillors to Resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

6 INTERNAL AUDIT REVIEW

To discuss the audit review findings.

7 CLOSURE OF THE MEETING

To close the Meeting having considered and determined all items of business.