



Hutton Parish Council

Incorporating Elborough Village, Woodside and Foxglove Meadows

Bruce Poole BA (Hons) FSLCC MMC

Parish Clerk

Parish Office Hutton Village Hall 60 Church Lane Hutton Somerset BS24 9SN

– Tuesdays 10.00 am – 3.30 pm

Other days = Monday to Thursday

10.00 am – 1.00 pm and 2.00 pm – 3.30 pm on

Telephone -07887802922

Email clerk@huttonsomerset.org.uk website www.huttonsomerset.org.uk

To: Chairman P Dutton Cllrs. G Barry M Dunkley L Eddins B Groom K McCulloch a Sills & T Porter

You are summoned to attend an Extra-Ordinary Meeting of Hutton Parish Council to be held in the Parish Council Office at 7.00 p.m. on Thursday 27th June 2024 to transact the following business.

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions - Equal Opportunities (race, gender, sexual orientation, marital status, and any disability): Crime and Disorder: Health and Safety at Work and Human Rights. **Prior to the commencement of the meeting parishioners will have the opportunity to comment on individual agenda items provided prior notice has been given and the meeting approves.***

Date: Thursday 20th June 2024 Bruce Poole BA(Hons) FSLCC MMC –Parish Clerk to the Council

AGENDA

24.14 To receive apologies and to approve the reasons given

24.15 Code of Conduct.

24.16 Resolutions

- 1. To receive a Financial Statement of the audited accounts for the year ending 31st March 2024**
 - (a) To receive the Internal Auditor's Report and note its contents**
 - (b) To approve the Annual Governance Statement (Section 1)**
 - (c) To approve the Accounting Statements (Section 2)**
 - (d) To set the commencement date for the exercise of public rights**
- 2. To review the Parish Council's Corporate Policies.**
- 3. To review the Parish Council's Banking arrangements**
- 4. To review the Parish Council's Asset Register**
- 5. To review the Parish Council's Insurance Policy**
- 6. To re-affirm acceptance of the Audit and Account Regulations 2015 as amended by the Accounts and Audit (Amendment) Regulations 2021.**
- 7. To review the Parish Council's Publication Scheme and confirm the Parish Council's Qualified Person under Section 36 of The Freedom of Information Act 2000 be the Parish Clerk.**
- 8. To confirm the appointment of Mr. Paul Russell as the Parish Council's Internal Auditor**

9. To resolve that the Parish Council delegates the power to grant dispensations to the Parish Clerk.
10. To note that the Village Handyman/Orderly agreed hourly rates from the 1st of April 2024 have now been updated to comply with the Minimum Wage Regulations