

Chairman Nick Waldron

Clerk/RFO Karley Hubbard | clerk@upperhardres-pc.gov.uk | 07872 417912 | upperhardres-pc.gov.uk

Minutes of Extraordinary Meeting held on Tuesday 9 June 2026, 7pm, at Bossingham Village Hall

1. **Attending**

Chairman Nick Waldron, Vice Chair James Hodgkinson, Cllr Katy Ford, Cllr Jess Wood, Clerk/RFO Karley Hubbard

Apologies: Cllr Simon Warner

2. **Members' declarations of interest on Agenda items**

No declarations

3. **Annual Governance Statement & Accountability Return 2025/26**

a. Annual Internal Audit Report

The internal audit was carried out by Lionel Robbins on 27 May 2026. No issues were found around legal obligations, general functioning and finance. Risk assessment and statement of internal control updated and approved.

b. Annual Governance Statement 2025/26

It was resolved unanimously to approve and sign the Annual Governance Statement for the year ended 31 March 2026.

c. Accounting Statements for the year ended 31 March 2026

It was resolved unanimously to approve and sign the Accounting Statements for the year ended 31 March 2026.

d. Exemption from Limited Assurance Review

Upper Hardres Parish Council certifies that during the financial year 2025/26, income and expenditure was less than £25,000 and it met the full criteria for exemption from a Limited Assurance Review.

It was resolved unanimously to complete and sign the Certificate of Exemption for the year ended 31 March 2026.

e. Exercise of Public Rights

The period for the Exercise of Public Rights was confirmed as 16 June-27 July 2026.

4. **Risk assessment and statement of internal control**

It was resolved to accept the revised risk assessment and statement of internal control policies

5. **Local Government Reorganisation**

CCC carrying out Community Governance Review to find out if any changes are needed to existing parish councils such as boundaries or number of councillors. Chairman to contact Stelling Minnis Parish Council ahead of survey deadline of 5th July.

6. **For information**

- Next Ordinary Meeting: Tuesday 14 July 2026 at 7pm

- Meeting closed at

Signed Nick Waldron, Chairman, 14 July 2026

Chairman Nick Waldron

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