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**Council Meeting**

**Agenda**

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE

To the **MEMBERS OF Full Council**,you are hereby summoned to attend the **Exceptional Council Meeting** on **Monday, May 22, 2023,** at **09:00 - 09:30** in the **ROY UNDERDOWN PAVILION BARON ROAD HAMBLE** for the transaction of business as set out in the agenda below.

This meeting is open to members of the public. If you wish to participate you should contact the Clerk at Parish Office via [clerk@hambleparishcouncil.gov.uk](mailto:clerk@hambleparishcouncil.gov.uk)

Minute reference for the meeting will follow the following format +item number.

**AGENDA**

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| 1 Welcome |

Apologies of absence  
Dispensations  
Declarations of interests

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| 1.1 Approve Minutes |

Approve the minutes of the 9th May 2023

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| 2 Declaration’s of conflict of Interest with BDO |

To register any conflict of interest with BDO - the Councils new external auditor.

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| 3 Internal Auditors report. |

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| 4 End of year accounts |

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| 5 Annual Governance and Accounting Return |

Receive the internal auditor’s statement and signed return.  
To approve the annual governance statement and sign the form.  
To approve the annual accounts statement and sign the form.

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| 6 Dates for the publication of rights |

To approve the dates for the publication of resident’s rights to inspect the accounts.

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| 7 Banking changes |

The serving clerk has requested that she is removed from the mandate from the 26th May 2023.  Currently the pin number for the banking account is known only to her and a copy of it is kept in a sealed envelope in the safe.  From the 26th May 2023 this envelop will be opened by the Accounts Assistant to enable purchases during the period of transition.  This function will pass to the new clerk in due course.

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| 8 Terms of Reference for the Resources Working Group |

**Dated:** Wednesday, 17 May 2023

**Signed:** Amanda Jobling, Clerk,

Hamble Parish Council, Parish Office, 2 High Street, Hamble, Southampton SO31 4JE. 023 8045 3422.