Shotton
PARISH COUNCIL

Clerk of the Council: MR. S. WARDLE

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Date: 20 June 2023

Dear Member,

You are hereby summonsed to attend a meeting of the Shotton Parish Council to be held at Shotton Community Hub, Bridge Road, Shotton Colliery, on Monday 26th June 2023 at 6.00pm for the purpose of transacting the following business:

Members of the public are invited to address the Council between 6.00pm and 6.15pm.

Mr Keiron Young will address the Council and provide background information on the Heritage 100 County Durham Walks Initiative https://www.hiking4health.co.uk/

S Wardle
Clerk to the Council

A G E N D A

1. **TO ACCEPT APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

3. **TO CONFIRM THE MINUTES OF THE MEETING HELD ON THE 31st MAY 2023** (copy to follow)

4. **GROUNDSMANS REPORT**

5. **COUNCILLORS REPORTS OF THEIR ATTENDANCE AT MEETINGS ON BEHALF OF THE PARISH COUNCIL**

6. **COUNTY COUNCILLORS' REPORTS & UPDATE**

7. **SHOTTON PARTNERSHIP & AAP UPDATE**

8. **FINANCIAL MATTERS**
   - i. Payments June 2023
   - ii. Income & Expenditure Year Ended 31 March 2023 (previously circulated)
   - iii. Statement of Annual Accounts for year Ended 31 March 2023 (previously circulated)
   - iv. Notice of Annual External Audit from Mazars and Exercise of Public Rights (previously circulated|)
   - v. To receive report of the Internal Auditor (copy attached)
   - vi. Annual Governance & Accountability Return 2022-23 (copy attached)

   The Council is asked to **RESOLVE** that the Annual Governance & Accountability Return be approved and signed with the following confirmed:

   a. The Council had in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
   b. The Council maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
   c. The Council took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances.
   d. The Council provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations
   e. The Council carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
   f. The Council maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems.
   g. The Council took appropriate action on all matters raised in reports from internal and external audit.

h. The Council considered whether any litigation, liabilities or commitments, events, or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the accounting statements.

9. PLANNING MATTERS (details previously circulated by email)

10. COUNCILLOR WORKING GROUP – PROGRESS REPORTS

i. Shotton PC Facebook - Cllr K Wood
ii. Jubilee Poetry Competition Update- Cllr L Cox

11. PROGRESS REPORT OF THE CLERK

- YIF Shotton Community Youth Outreach Hub
- Village Coal Hutch Planters
- Civic Chain
- Community Park Overflow Car Park Project

12. CORRESPONDENCE

13. DATE & TIME OF NEXT MEETING

Monday, 31st July2023 at 6.00pm at Community Park Bowls Pavilion

TO: All Members of Shotton Parish Council, County Councillor C Hood, c.c. Public Notice