

Fylingdales Parish Council

FYLINGDALES PARISH COUNCIL EXTRAORDINARY MEETING

Friday 13 June 2025

7.30 pm, at RHB Methodist Church, Lounge Room, Wesley Road, RHB

The meeting commenced at 19.30 pm

ITEM	MINUTE	ACTION
1	Attendance: Cllrs. Watkinson (Chair), Sutterby and Kemp Also in attendance, Sally Haywood (Clerk and RFO)	
2	Apologies for Absence: Apologies were received from Cllrs Gibson, Wall & Whitesmith	
3	Declarations of Interest: There were no declarations of interest declared.	
4.	To receive the Annual Internal Audit Report 2024/2025 as completed by Heather Heelis, of Heelis & Lodge, the appointed Internal Auditor: The Content of the Internal Auditors Report was reviewed by Councillors. All sections were considered and recommendations made by the auditor were highlighted and Councillors requested the Clerk carry out all amendments required to comply with the recommendations made. • See Page 2 Recommendation to Publish Privacy Notice/Policy on the Parish Council website. • See Page 4 Recommendation to ensure precept decision and amount are clearly minuted. • See Page 4, although no recommendation was made, the Auditor noted that the AGAR documentation Sections 1,2 and 3 had not been published on the Parish Council website. This is to be rectified and related to the period when Covid restrictions were in place. • See Page 6 Recommendation to consecutively number loose-leaf minutes, either by page or minute number. The Cllrs unanimously voted to approve the Internal Audit report by a show of hands.	Clerk/Cllr Watkinson
5.	The Completion of Form 3PM of the Annual Governance and Accountability Return (AGAR) 2024/2025: (documents had previously been circulated to Cllrs) a. To consider, approve and sign AGAR Section 1 – Annual Governance Statement 2024/2025 The Chair read out the sections 1 to 8 inclusive as set out in Section 1 and	

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councillors considered each section in relation to actions taken throughout the year and in conjunction with the Internal Auditors report.

Councillors agreed that a positive response could be given to each section, and all were agreed unanimously by a show of hands to accept and approve the Accounting Governance Statement 2024/2025.

The Chair signed the Annual Governance Statement as approved at the meeting and minuted at 5a.

b. To consider, approve and sign AGAR Section 2 – Accounting Statements 2024/2025:

Councillors declared they had read the Accounting Statements for 2024/2025 prior to the meeting and no issues were raised with the accounting figures. Figures corresponded with figures already received and approved by Councillors at the Year End for the Accounting period ending 31 March 2025.

The Councillors unanimously voted by a show of hands to accept and approve the Accounting Statements 2024/2025.

The Chair signed the Accounting Statements as approved at the meeting as minuted at 5b.

The meeting ended at 19.50pm

Signed



Councillor Watkinson, Chair

Date

16/7/25