

Levens Parish Council

Clerk: Martin Curry
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Councillors are hereby summoned and members of the public are invited to attend an Ordinary Meeting of the Parish Council to be held at **7.00pm on Tuesday 13 June 2023 at the Methodist Church, Levens.**

Please note:

Levens Parish Council does not normally meet formally in June and this meeting is being held primarily to approve the Annual Governance and Accountability Return (AGAR) for the financial year 2022-2023.

As such this is not a full meeting and will deal with essential business only. It is expected to last less than 30 minutes.

Agenda

- 1. Apologies:** To receive apologies and to note the reasons for absence.
- 2. Declarations of Interest:** To declare any personal or prejudicial interests in items on the Agenda and to consider applications for dispensation.
- 3. Minutes:** To authorise the Chairman to sign the Minutes of the Annual Parish Council Meeting held on 09 May 2023 as a true record.
- 4. Public Participation:** Members of the public are invited to make representations on items on this Agenda, or raise issues for future consideration.
- 5. Finance**
 - a) Payments: To note and approve payment of the following:
 - i. M R Curry: Salary May 2023: (PC: £422.18; LCP: £236.26; Charity: £0.00; Mileage £36.90; Expenses £41.65) 736.99
 - ii. Jean Airey: Internal Audit fee 2022-23: 100.00
 - iii. Information Commissioner: GDPR Annual Registration Fee: 40.00
 - iv. To ratify the payment of £61.37p to HMRC in respect of PAYE arrears for the financial year 2021-22 (previously agreed by email)
 - v. To note the transfer of £1.2Million from the HSBC Levens Project Account to HSBC Levens Parish Council deposit account No. 33011453 in order to realise interest as previously agreed by email and to consider a further transfer.
 - b) Annual Governance and Accountability Return (AGAR) 2022-23:
 - i. To receive and approve the Internal Audit Report for the year ended 31 March 2023 (circulated 19 May 2023)
 - ii. To approve and sign the Annual Governance Statement 2022-23 (Section 1 of the Annual Return)
 - iii. To approve and sign the Accounting Statements 2022-23 (Section 2 of the Annual Return)
 - iv. To confirm the dates of the period for the Exercise of Public Rights
- 6. Date of next meeting**

The next Ordinary Meeting of the Parish Council is on 11 July 2023 at 7.30 p.m. to be held in Levens Methodist Church.

Martin Curry, Clerk to Levens Parish Council

08 June 2023