



MINUTES of the Extra Ordinary Meeting held on 9th June 2026 in Halse Village Hall.

Attendees: Cllr Ian Walker – Chair
Cllr Kathryn Robinson-Burge – Vice Chair
Cllr Chris Leigh-Browne
Carol Windeatt – Clerk

Members of the Public: None

1. **To note apologies for absence and approve reason, where appropriate**
Apologies received from Cllr Sylvia Haselock and Cllr Louis Morris.
2. **Declarations of interest/dispensations**
None
3. **Annual Governance Statements**
 - a. To approve the year end accounts 2025/26 – The accounts were unanimously approved.
 - b. To receive the report from the Internal Auditor – The report from the Internal Auditor, Keith Hunt was received.
 - c. To resolve to complete a Certificate of Exemption for submission to the External Auditor due to being under the £25,000 threshold – The Certificate of Exemption was completed and signed by the clerk, as Responsible Officer, and the Chair.
 - d. To consider the questions on the Annual Governance Statement and respond accordingly – The Annual Governance Statement was received, approved and signed by the Chair and the Clerk.
 - e. To consider and agree the Audit Accounting Statement figures – The Audit Accounting Statement figures were considered and approved. This Statement was signed by the Chair of the meeting.

ACTIONS: Clerk to submit Annual Governance Statements as noted above by 30th June 2026.
Clerk to publicise Annual Governance Statements on the PC website
Clerk to publicise Notice of Public Rights and Publication of Annual Governance & Accountability Return (Exempt Authority) on PC noticeboard and website.

Signed *Jan J Walker*

Date: 22 July 2026