**Extraordinary Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

**Tuesday 25th May 2021 at 7.30pm**

**Agenda**

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| **ITEM** |  |  |
| **25****26** | **To receive apologies for absence****To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting** |  |
| **27****28** | **Annual Governance and Accountability Return 2020/21 Part 3 for the year ending 31 March 2021.****a. To note Lightatouch has completed and signed the Annual Internal Audit Report 2020/21 section of the AGAR. Paper 1.****b. To complete and sign Section 1 Annual Governance Statement 2020/21 of the AGAR. To be signed by the Chairman and Clerk. Paper 2.****c. To approve and the sign Section 2 Account Statements 2020/21. To be signed by the Chairman and Responsible Financial Officer. Paper 2.****d. To approve the bank reconciliation for the year ended 31 March 2021. To be signed by the Chairman. Paper 3.****e. To approve the explanation of variances. Paper 4.****f. To approve the dates for the Notice of Public Rights and Publication of unaudited Annual Governance and Accountability Return for the year ended 31 March 2021. To commence on Thursday 3 June 2021 and end on Wednesday 14 July 2021.****To Agree Insurance Quote and provider for 21/22.** |  |
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Please be aware of the following points regarding online meetings

1. The meeting will be recorded by the clerk, this will be for the purpose of taking minutes.
2. Threatening or foul language will not be tolerated, and you will be removed from the meeting by the clerk.

Claire Arnold, Clerk to Watchfield Parish Council 18/05/21