**Extraordinary Meeting of Watchfield Parish Council**

**Watchfield Village Hall**

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

**Minutes**

**Present: Cllrs S Coombs (Chair), A Biggs, D Griffiths (Vice), C Parker (Vice), S Nodder, J Valadas**

**T Brock (RFO)**

**C Arnold (Clerk)**

**The Chairman has called this Extraordinary meeting.**

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| **ITEM** | |  | |  |
| **25**  **26** | | **To receive apologies for absence**  District Cllrs E Ware, S Howell  **To receive any declarations of personal, or personal and prejudicial interest in respect of items on the agenda for this meeting**  None | |  |
| **27**  **28** | | **Annual Governance and Accountability Return (AGAR) 2020/21 Part 3 for the year ending 31st March 2021.**   1. **Council noted that Lightatouch had completed and signed the Annual Internal Audit Report 2020/21 section of the AGAR..** 2. **Council completed, approved, and signed Section 1 Annual Governance Statement 2020/21 of the AGAR.**   Council approved signatures by Chair and Clerk.     1. **Council approved and signed Section 2 Account Statements 2020/21.**   Council approved signatures by Chair and RFO.   1. **Council approved the bank reconciliation for the year ended 31 March 2021.**   Council approved signature by Chair.   1. **Council approved the explanation of variances.** 2. **Council approved 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.**   Clerk to publish on website and Cllr DG to publish on Notice Boards on Wednesday 2 June 2021.  **To Agree Insurance Quote and provider for 21/22.**  Council Agreed to Hiscox Insurance Provider. Clerk to organise and Cllr SN to make payment.  **Meeting Closed: 19:38**  **Claire Arnold, Clerk to Watchfield Parish Council 25/05/21** | |  |
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