**MANLEY PARISH COUNCIL**

**AGENDA FOR AN EXTRAORDINARY MEETING OF THE COUNCIL TO BE HELD ON FRIDAY 2nd JUNE 2023**

**IN MANLEY VILLAGE HALL AT 6.30 PM**

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| 1. | **Apologies for Absence** |
| 2. | **Disclosure of Interests** |
| 3. | **Finance**  Approval of Annual Return:   * Completion of Section 1 – Annual Governance Statement 20212/23:  To confirm responses to points 1-8 (in sequence) * Completion of Section 2 – Accounting Statements 2022/23: Complete and sign Section 2. * Approval of Accounts – 2022/23 * Approval of Certificate of Exemption – External Audit * Approval of the Internal Auditor’s Report   Approval of the following Payments:   * Completion of Internal Audit for Year ended 31/03/23 – JDH Business Services Ltd - £320.40 * PC Room Booking 12th May 2023 – Manley Village Hall - £30 * Reimbursement for Stationery – Jiffy Bag £2.99 and Postage Recorded Delivery to the Internal Auditor - £11.15 - Mrs G Hawthornthwaite - £14.14 * Reimbursement of items for the Coronation Event at Manley Village Hall - £100.28 (Manor Farm Butchery for meat) and £28.76 (Costco, food serving items) (Total £129.04) – Councillor Ian Walton |
| 4. | **AOB** |
| 5. | **Date of Next Meeting** – **Wednesday 5th July 2023 at 6.00 pm** |