



SHERE PARISH COUNCIL

*Serving the villages of Gomshall,
Holmbury St. Mary, Peaslake, Shere and
a large part of Abinger Hammer*

Joy Millett
Parish Clerk/Finance Officer,
Telephone/Fax: 01483 203431

Clerk2009@ShereParishCouncil.gov.uk
<http://www.ShereParishCouncil.gov.uk>

Tanyard Hall
30 Station Road
Gomshall
Guildford,
Surrey. GU5 9LF

15 June 2017

All Members of Shere Parish Council are hereby summoned to attend an Extraordinary meeting of Shere Parish Council to be held at Tanyard Hall, 30 Station Road, Gomshall, on Thursday, 22nd June 2017 **at 8pm** for the purpose of transacting the business specified on the attached agenda.

Joy Millett
Clerk to the Council



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**EXTRAORDINARY COUNCIL MEETING
8.00PM ON THURSDAY, 22nd JUNE 2017
TANYARD HALL, 30 STATION ROAD, GOMSHALL**

AGENDA

Ref:	Item:	Led by:
17/61	To accept apologies and reasons for absence in accordance with the Local Government Act 1972, Schedule 12, paragraph 40	JM
17/62	Declaration of Personal or Prejudicial Interests Declarations by Councillors on any of the agenda items below.	Chairman
	ITEM FOR DECISION:	
17/63	Accounts for the year 2016/17 <ul style="list-style-type: none">a. the Council to receive notification from the Internal Auditor that the Accounts are in order and that he has satisfactorily completed Section 4 of the Annual Return stating that the Council's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31st March 2017. Internal audit has therefore been carried out in accordance with the Council's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in Section 4 of the Annual Report confirming that in all significant respects the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the Council.b. the Council to receive, approve and accept the Accounts for the year ended 31st March 2017.c. The Council to approve the Annual Governance Statement (Section 1 of the Annual Return). This to be signed by the Chairman of the meeting and the Clerk.d. The Council to receive and approve the Annual Return (Section 2) for the year ended 31st March 2017. This to	

	<p>be signed by the Chairman of the meeting and the Clerk.</p> <ul style="list-style-type: none">e. The Council to confirm the scope of the internal audit for 2017/18.f. The Council to receive a budget update to 31st March 2017g. The Council to confirm that the Council's internal auditor Mr. Mark Mulberry is fully independent of the Council and meets the standards required to carry out the internal audith. The Council to approve the internal audit plan setting out proposals for the internal auditor and to confirm that this properly takes account of the corporate risk (i.e. the controls and procedures within the Council which minimise the risk of the Council not being able to function or carry out what it sets out to do).i. The Council to agree that the minimum tests proposed in the audit plan, together with the inspections carried out by the Internal Auditor and the Chairman of the Parish Council, are adequate and effective for the Council's internal audit purposes. This to also be agreed with the Internal Auditor.	
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