

Clerk: Charlotte Dade
Tel: 07595 268927
Email: clerk@churchastonparishcouncil.gov.uk



Minutes of Church Aston Parish Council Extraordinary Meeting held at Church Aston Village Hall on Tuesday 30th June 2026 at 7.30pm.

Present: Cllr P Evans (Vice Chairman), Cllr B Richards, Cllr P Sansom, Cllr R Wynn.

In attendance: Charlotte Dade (Clerk).

Cllr P Evans Chairing the meeting in the absence of the Chair Cllr S Stacey.

(30/06/26)

Item 1 - Apologies: Cllr J Pay, Cllr A Stokes, Cllr G Toland, Cllr G Williams

Item 2 – Declarations of Interest: there were no declarations of interest.

Item 3 –Approval of AGAR 2025/26 return: All relevant papers were previously circulated to members.

- a) approve the Annual Governance Statement 2025/2026

Annual Governance Statement was read out by Cllr Evans.

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. **Resolved:** to state Yes
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. **Resolved:** to state Yes
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. **Resolved:** to state Yes
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. **Resolved:** to state Yes
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. **Resolved:** to state Yes
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. **Resolved:** to state Yes
7. We took appropriate action on all matters raised in reports from internal and external audit. **Resolved:** to state Yes

8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements. **Resolved:** to state Yes

9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit. **Resolved:** this is not applicable to Church Aston Parish Council

10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review. **Resolved:** to state Yes

Cllr Richards proposed, and Cllr Wynn seconded, with a unanimous vote in favour from all Members present at the meeting that the Annual Governance Statement 2025/2026 be approved in full.

Resolved: that the Parish Council approve the Annual Governance Statement 2025/2026 in full.

- b) approve the Internal Auditors Report accounting statements for 2025/2026

Cllr Sansom proposed, and Cllr Wynn seconded, with a unanimous vote in favour from all Members present at the meeting that the Internal Auditors Report accounting statements for 2025/2026 be approved.

Resolved: That the Parish Council approve the Internal Auditors Report accounting statements for 2025/26 and the Clerk be authorised on behalf of the council to submit the AGAR 2025/26 and all relevant document to the External Auditor

- c) agree the proposed Exercise of Public Rights Notice dates to commence on Wednesday 1st July and end Tuesday 11th August 2026

Cllr Wynn proposed, and Cllr Sansom seconded, with a unanimous vote in favour from all Members present at the meeting that the proposed Exercise of Public Rights Notice dates be approved.

Resolved: that the Council agreed the proposed Exercise of Public Rights Notice dates to commence on Wednesday 1st July and end Tuesday 11 August 2026

Meeting closed at 7.50pm

Signed Chairman:

Date