

**MEETING HELD FRIDAY 7TH MAY 2021 6PM VIA ZOOM TO
COMPLETE/APPROVE ALL AGAR PAPERWORK.**

ALL STRICTLY CONFIDENTIAL.

Present: Kirsty Bell (Chair) Louise Kirkwood Neil Fowler Nigel Fisher Sue Rollitt (Clerk).

FINANCE

1. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN WHICH IS MADE UP OF CERTIFICATE OF EXEMPTION APPROVED/SIGNED 30TH APRIL 2021.

A) ANNUAL INTERNAL AUDIT REPORT COMPLETED AND SIGNED 5TH MAY 2021.

B) SECTION 1 – ANNUAL GOVERNANCE STATEMENT COMPLETED AND APPROVED

C) SECTION 2 – ACCOUNTING STATEMENT APPROVED

PUBLICATION REQUIREMENTS ON WEBSITE/NOTICE BOARD BY THE 1ST JULY 2021

- CERTIFICATE OF EXEMPTION
- ANNUAL INTERNAL AUDIT REPORT
- SECTION 1 – ANNUAL GOVERNANCE STATEMENT 2020/2021
- SECTION 2 – ACCOUNTING STATEMENTS 2020/2021
- ANNUAL FINANCE STATEMENT APRIL 1ST 2020 – MARCH 31ST 2021
- NOTICE OF PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

ALL PAPERWORK TO BE SIGNED AS SOON AS POSSIBLE AFTER THE MEETING BY KIRSTY AND SUE. CERTIFICATE OF EXEMPTION TO BE RETURNED TO EXTERNAL AUDITORS BY 30TH JUNE 2021

Meeting closed at 6.25 pm.