



MINUTES OF AN EXTRAORDINARY MEETING OF REEPHAM TOWN COUNCIL

HELD ON WEDNESDAY 29TH JUNE 2022 AT 7:00PM AT THE TOWN HALL

Present: Cllr P. Mitchell (Chair), M. Lester, J. Harding & B. Neate-Evans

Town Clerk – Kirsty Cotgrove

1 member of the public

1. APOLOGIES FOR ABSENCE

Apologies were received for Cllr Hazelwood & Cllr Morgan.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None.

3. FINANCE

(a) To approve list of payments made/to be made

A list of payments was distributed to Councillors prior to the meeting. It was unanimously **APPROVED**

(b) To receive information on income and expenditure to 31st May 2022

The income and expenditure report was distributed prior to the meeting, and was noted.

(c) To approve Town Council accounts for 2021-22

On a proposal by Cllr Mitchell, the 2021-22 accounts were unanimously **APPROVED**.

(d) To receive internal audit report for 2021-22

The internal audit report was received, and recommendations noted.

(e) To approve section 1 of AGAR, Governance Statement

On a proposal by Cllr Mitchell, the Governance Statement was unanimously **APPROVED**.

(f) To approve section 2 of AGAR, Accounting Statement

On a proposal by Cllr Mitchell, the Accounting Statement was unanimously **APPROVED**.

(g) To appoint Claudia Lowe as internal auditor for 2022-23 accounts

On a proposal by Cllr Mitchell, it was unanimously **AGREED** to appoint Claudia Lowe as internal auditor for the 2022-23 accounts.

(h) To approve a grant for Reepham Food Festival

On a proposal by Cllr Harding, a grant of £390 to Reepham & District Rotary Club for the Food Festival was unanimously **APPROVED**.

4. TO DELEGATE AUTHORITY TO THE CLERK / RFO FOR OPERATION LONDON BRIDGE PROTOCOLS

It was unanimously **AGREED** to delegate Operation London Bridge protocols to the Clerk and the RFO.

5. THE DATE AND TIME OF THE NEXT TOWN COUNCIL MEETING

The clerk will circulate an email to Councillors to confirm the date of the next meeting as either Wednesday 13th July, or 10th August, subject to Councillor availability.

6. TO CLOSE THE MEETING

There being no further business, the Chairman closed the meeting at 8:45pm.

Minutes Agreed.....