



Cllr and Clerk Sara Spillett  
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**Parish Council meeting agenda 7:30pm on 26 June 2019  
Kettlewell Village Hall**

1. To note any apologies.
2. To note any declarations of interest.
3. To note the internal audit report and approve the Annual Return and supporting documents for 2018-19
  - a. To note the internal auditor's comments and report on internal controls (page 4 of the Annual Return).
  - b. To review the effectiveness of internal financial control (two cheque signatories, reports on accounts to each meeting etc)
  - c. To certify the council as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. If this is not completed, a fee of £200 + VAT will need to be paid (to sign on page 3 of the Annual Return)
  - d. To approve the Annual Governance Statement (to sign page 5 of the Annual Return)
  - e. Approve the Accounting Statement (to sign page 6 of the Annual Return)
4. To note the date of the next Parish Council Meeting meetings will be at 7:30pm on 3 July in the Village Hall.