

# Luddesdown Parish Council

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To all members of Luddesdown Parish Council

You are hereby summoned to attend the **Extraordinary Meeting of Luddesdown Parish Council** on **Monday 23<sup>rd</sup> June 2025** at **7:30pm** to be held at **Luddesdown Village Hall, DA13 0XE**. Papers will be circulated for items marked with (\*)

Yours faithfully

**Charles Amis**  
**Clerk and Responsible Financial Officer**  
**Date of Issue:** Thursday 19<sup>th</sup> June 2025

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## AGENDA

1. **Apologies for Absence:** To receive and accept apologies
2. **Declarations of Members' Interests:**
  - 2.1 To remind all Members that they are required to submit their declaration of interest forms to the Monitoring Officer within twenty-eight days of the election
  - 2.2 To receive declarations of pecuniary and non-pecuniary interests for this meeting
3. **Internal Audit Report for 2024-2025:**
  - 3.1 To receive the Internal Audit report from an Internal Auditor and consider its recommendations
4. **2024-25 End-of Year Financial Matters**
  - 4.1 **To review the effectiveness of the system of Internal Control (\*):** Councillors are asked to consider the attached Statement of Internal Control in support of the Annual Governance Statement. The Chairman of the Council and the Clerk to sign
  - 4.2 **Annual Governance Statement (\*):** To approve the Annual Governance Statement for 2024-25, Section 1 of the AGAR for the year ending 31 March 2025
  - 4.3 **Accounting Statements, Bank Reconciliation and Variances (\*):** To approve the Accounting Statements for 2024-25, Section 2 of the AGAR for the year ending 31 March 2025 and the supporting Bank Reconciliation as at 31 March 2024.
  - 4.4 **Certificate of Exemption (\*):** To confirm the Council meets the criteria for exemption for 2024-25 and can certify itself as exempt from the 'Limited Assurance review'. If so, the Chairman and the Clerk/RFO to sign and date the Certificate of Exemption.
  - 4.5 **Exercise of Public Rights:** To note the proposed dates (Monday 30 June 2025 to Friday 8 August 2025) for the Exercise of Public Rights as selected by the Council's Responsible Financial Officer