HORNDEAN PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD AT JUBILEE HALL ON 22ND JUNE 2026 AT 7.06PM.

PRESENT: Councillors A Redding (Chair), T Attlee, P Beck, A Dodsworth, J Lay, D Prosser and R Smith.

IN ATTENDANCE: Becky White, Clerk/Interim RFO

PUBLIC ATTENDANCE: No members of the public.

FGP 43/26/27 TO RECEIVE APOLOGIES FOR ABSENCE
Apologies had been received from Cllrs N Smith and B Sowden.

FGP 44/26/27 TO RECEIVE ANY DECLARATIONS OF INTEREST
No declarations of interest were received.

FGP 45/26/27 TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 1ST JUNE 2026

It was **RESOLVED** that the minutes of the meeting held on 1st June 2026 be signed by the Chair as a true record of the meeting, subject to the agreed amendments which had been noted by the Clerk.

FGP 46/26/27 TO RECEIVE AND CONSIDER THE YEAR END ACCOUNTS TO 31ST MARCH 2026 FOR RECOMMENDATION TO COUNCIL

- Bank reconciliations at 31st March 2025 for The Co-operative, Lloyds, and Cambridge & Counties accounts.
- Budget report at 31st March 2026
- Statutory Income & Expenditure Report at 31st March 2026
- Statutory Balance Sheet 2025/26

It was **RESOLVED** to approve the documents as listed and the Chair signed the Statutory Balance Sheet 2025/26.

FGP 47/26/27 TO RECEIVE AND CONSIDER THE INTERNAL AUDIT REPORT 2025/2026 (FINAL UPDATE), NOTING ANY ACTIONS REQUIRED.
It was noted that the Internal Auditor had approved of the adoption of new Financial Regulations in line with the NALC Model issued in 2025. He was also satisfied that the Council had met the demands of the new section of the Annual Governance & Accountability Return, Assertion 10. The IA had raised the issue of the Lloyds Bank account again, noting the monthly service charge. The Clerk explained that the previous RFO had kept this account going as a contingency against there being technical issues with the Co-operative Bank which prevented the Council from meeting its obligations. This issue had previously been considered by the Finance & General Purposes Committee and it had agreed that the monthly charges were at an acceptable level set against ongoing flexible in HPC's banking arrangements. There were no further required actions.

It was **RESOLVED** to approve the Internal Audit Final Report 2025/26, noting the comments therein and the actions taken.

FGP 48/26/27 TO RECEIVE AND CONSIDER SECTION 1 – ANNUAL GOVERNANCE STATEMENT 2025/26 - OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR THE FINANCIAL YEAR 2025/26 FOR APPROVAL

Section 1 – Annual Governance Statement 2025/26 – The Clerk/Interim RFO noted that all necessary internal controls, strategic policies and governance frameworks were in place, including those required to meet the new Assertion 10 section around data security and management. This was noted.

It was **RESOLVED** to approve Section 1 of the AGAR – Annual Governance Statement 2025/26 – for and the Chair and RFO duly signed the document.

FGP 49/26/27 TO RECEIVE AND CONSIDER SECTION 2 – ACCOUNTING STATEMENTS 2025/26 - OF THE ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR THE FINANCIAL YEAR 2025/26 FOR APPROVAL

Section 2 – Accounting Statements 2025/26 including;

Cash & Investment Reconciliation
Fixed Asset Register
Explanation of Variances
Reserves Reconciliation

The Clerk/Interim RFO had annotated the documents to demonstrate how the figures from the year accounts to 31st March 2026 pulled through to the accounting statements and further explained how the Explanation of Variances acted to explain significant differences (over 15%) between the 2024/25 and 2025/26 figures. This document is completed by the RFO and included in the submission to the external auditor. The RFO had signed the Accounting Statements 2025/26 before presenting them to the Council for approval.

The Chair gave grateful thanks of the Council to Kim Hall, the Finance Assistant, for her diligence, commitment and hard work in preparing the accounts to 31st March 2026 to such a high standard of accuracy. The Interim RFO was also thanked for her efforts in preparing the necessary policy documents to allow Council to meet its governance obligations. These comments were unanimously supported by the Council.

It was **RESOLVED** to approve Section 2 of the AGAR – Accounting Statements 2025/26 – and the Chair duly signed the document.

FGP 50/26/27 TO CONSIDER ARRANGEMENTS FOR THE EXERCISE OF PUBLIC RIGHTS IN RESPECT OF THE UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2025/26

The Clerk/Interim RFO noted that the period for the exercise of public rights must include the first 10 days of July and extend over 30 working dates. The notice had been previously prepared and circulated and it was agreed that the arrangements made satisfied Council's obligations.

It was **RESOLVED** to approve the arrangements for the exercise of public rights in respect of the unaudited Annual Governance and Accountability Return 2025/26.

The meeting concluded at 7.32pm

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Signed - The Chairman

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Dated