



## Horsforth Town Council

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### To Members of the Council

You are summonsed to attend an **extraordinary meeting** of Horsforth Town Council at St Margaret's Parish Centre, Church Lane, Horsforth on **Thursday 18<sup>th</sup> August 2022 at 7:00pm** for the purpose of transacting the following business.

Members of the public are welcome to attend the meeting.

B Crabtree  
Locum Clerk  
27<sup>th</sup> July 2022

### Agenda

1. **To receive apologies for absence and to consider the reason for the absence**
2. **Declaration of Disclosable Pecuniary and other Interests**  
To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 14-19 of the Members' Code of Conduct. Also, to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 20-21 of the Members' Code of Conduct.
3. **To consider questions and comments from members of the public at the Chairman's discretion**  
Members of the Public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the Council. However, they may not speak during the remainder of the meeting unless specifically invited to do so by the Chairman.
4. **Financial Matters – Documents to be provided**
  - 4.1. To consider and approve the end of year accounts and list of payments to 31<sup>st</sup> March 2022
  - 4.2. To note the Internal Auditor's Final Report 2021-2022 and agree any action required.
  - 4.3. To note the Annual Internal Audit Report for 2021/2022 included at page 3 of the Annual Governance and Accountability Return 2021/2022
  - 4.4. To approve Section 1 - Annual Governance Statement 2021/2022 for Horsforth Town Council on page 4 of the Annual Governance and Accountability Return 2021/2022
  - 4.5. To approve Section 2 - Accounting Statements 2021/2022 for Horsforth Town Council on page 5 of the Annual Governance and Accountability Return 2021/2022
  - 4.6. To agree to set the period for exercise of public rights of inspection of the accounts
  - 4.7. To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, and the Transparency Code for Smaller Authorities. This includes:

- Annual Internal Audit Report 2021/2022
- Section 1 – Annual Governance Statement 2021/2022
- Section 2 – Accounting Statements 2021/2022
- Analysis of variances
- Bank Reconciliation to 31 March 2022
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015. Resolved to approve the publication of the documents stated above.

4.8. To consider and agree bank arrangements

5. **To consider/agree the insurance renewal quotes and agree any necessary action. Documents to be provided.**
6. **To receive an update up from the 3 and 5 Development Group and consider/agree any action**
7. **To consider and agree to fund a wheelchair accessible roundabout at a cost of £5,093.00**
8. **To consider and agree to delegate powers to the Proper Officer to comment on planning applications until the next Planning, Licensing and Traffic Committee meeting is held**

*Distribution: Cllrs J Arbuckle, B Batchelor, E Bromley, C Calvert, R Capitano, D Collins, SL Dowling, SM Dowling, K Firth, M Fletcher, J Garvani, C Glover, R Hardcastle, R Harris, B Heaviside, E Hyndes, R Jacques, R Jones, P Mallott, C Sellers, T Stones, M Townsley*