



Donnington and Muxton Parish Council

Turreff Hall, Turreff Avenue, Donnington, Telford, TF2 8HG

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To All Members of this Parish Council

4th June 2018

Dear Councillor,

You are summonsed to attend a meeting of the
Full Council on Monday 11th June 2018 at 7pm
At Turreff Hall, Donnington

AGENDA

18/06/33 Apologies

To accept the apologies of those unable to attend.

18/06/34 Declaration of Interest

To declare a personal or pecuniary interest in any item on the agenda.

18/06/35 Public Session

There will be 15 minutes allowed for questions to the Chair from Members of the Public.

18/06/36 Grant Application

To consider a grant application received by this Council.

18/06/37 Minutes

To confirm the following Minutes of the Council:

- a. Planning Committee meeting held on 14th May 2018.
- b. Annual Parish Meeting held on 14th May 2018.
- c. Annual Council Meeting held on 14th May 2018.

18/06/38 Matters Arising from Minutes

To enable Councillors to receive updated information of actions contained in the Minutes thereof.

18/06/39 Expenditure Transactions

To receive and accept the Expenditure Transactions for April 2018.

18/06/40 Income Received

To receive an income report as for April 2018.

18/06/41 Financial Budget Comparisons

To receive the financial budget comparisons as at 30th April 2018.

18/06/42 Bank Reconciliation

To receive the bank reconciliation as of 30th April 2018.

18/06/43 Accounts and the Annual Return (See separate Accounts information enclosed)

- a. Annual Return
 - To complete the Annual Governance Statement.
 - To confirm the Statement of Accounts.
 - To receive the Annual Internal Audit Report.
 - To receive and sign the Accounts – Supporting Notes
 - To receive the Explanation of Variances.
- b. Bank Reconciliation Details
 - To receive the Bank Reconciliation at 31st March 2018
 - Copy of Nationwide Building Society Account Closing Balance as at 31st March 2018.
 - Copy March Co-op Bank Statement Closing Balance as at 31st March 2018.
 - To receive the March accounts package reconciliation.
- c. Internal Audit
 - To receive report from Internal Auditor, Atwal Harjinder detailing internal audit visits.
- d. End of Year Accounts
 - To receive and sign the Consolidated Balance Sheet.
 - To receive the Income and Expenditure Account.
 - To receive the Financial Statement

18/06/44 Agenda Items for the Next Council Meeting

To ask Councillors if they have any items for discussion which they wish to have placed on the agenda for the next Council meeting.

18/06/45 Date of next meeting

To inform Councillors that the next Council Meeting will be held on Monday 9th July 2018 at the Donnington Community Hub, Donnington commencing at 7pm.

Yours faithfully,

Ralph L Morgan
Clerk to the Parish Council

