3/2025

**Minutes of Rawcliffe Parish Council Extra OrdinaryMeeting held on Wednesday 16th July 2025**

**at St James' Church, The Green, Rawcliffe at 7.00pm**

**Present**Councillor. J. Emberton-Leveson (in the chair), Councillor P.A. Sykes, Councillor.E. Gleeson, Councillor A. Hailes, Councillor R. Chapman, Councillor J. Taylor.

**17. Apologies for Absence**

Councillor. S. Harris, Councillor C. Cowling

**18. To record declarations of interest on items listed on the agenda and the nature of such interest**

None received.

**19. To note dispensation given to councillors on items on the agenda**

None requested.

**20. To approve the Financial Statements for the Financial year 01.04.24 to 31.03.25**

A copy of all Financial Records for 2024/25 were presented to members of Rawcliffe Parish Council for their information and perusal during the meeting.

1. **RESOLVED** that theAnnual Governance Statement was considered, approved and signed by the Chairman and the Acting Responsible Financial Officer.
2. **RESOLVED** that the Accounting Statements were considered, approved and signed by the Chairman and Acting Responsible Financial Officer.
3. **RESOLVED** that the Annual Return and accompanying information, was considered, approved and signed and necessary documents will be returned to the appointed External Auditor by the extended deadline of 31st July 2025.
4. **RESOLVED** that the Council’s Bank Reconciliation was considered, approved and signed by the Chairman and the ActingResponsible Financial Officer.
5. **RESOLVED** that the Statutory Common period for the exercise of public rights – 2nd June 2025 to 14th July 2025 was considered, and approved.
6. **RESOLVED** it is considered, confirmed and approved that Rawcliffe Parish Council are compliant with the Transparency Code - Local Audit and Accountability Act 2014.
7. **RESOLVED** discussed, considered and approved Internal Audit Report which was circulated to all Councillors for year ending 31st March 2025

All necessary End of Year Documents will be displayed on the Parish Website and Parish Notice Boards when forwarded to PKF Littlejohn, the Council’s appointed External Auditor.

Signed ................................................ Date .........................................................