

**Minutes of an Extra Ordinary Meeting of Frilsham Parish Council held on
Monday 15th June 2026 at 6.30pm in Frilsham Clubroom Carpark.**

Present

Cllr. M. Allum (Chairman)

Cllr. I. Coxhead

Cllr. B. Lyon

Mrs. H. Pratt (Clerk)

Public Session.

No matters were raised during the public session.

1 Apologies for Absence.

Apologies for absence were received from Cllr. Barber, Cllr. Goodenough and Cllr. Morley.

2 Declarations of Interest.

2.1 To receive declarations of interest.

There were no updates to the Register of Interests.

2.2 Declaration of Interest in Agenda Items.

There were no declarations of interest in any agenda items.

3 Resignation of Cllr. Barber.

Cllr. Allum reported he had received Cllr. Barber's resignation from FPC.

Cllr. Barber has been a Councillor for many years. He was thanked by all councillors present for all the work he has done during his time as a Councillor.

The Clerk advised that a notice must be displayed advising parishioners of the vacancy and giving the option for ten, or more, residents to request a by-election, within 14 days. If no by-election is requested, FPC may co-opt a candidate.

4 Internal Auditor's Report.

The internal audit was carried out on the 26th May 2026. The internal auditor has not signed off the following control objectives:

G – Salaries to employees and allowances to members were paid in accordance with council approvals, and PAYE and NI requirements were properly applied.

The Clerk's contract is 12 years old. It is not possible to validate the current rate of pay from this contract.

O – The authority has complied with laws, regulations & proper practices relating to digital and data compliance.

The Council is not yet fully compliant with the requirements of the Practitioners' Guide, as it is not registered with the Information Commissioner.

It was agreed that the Clerk would be issued with an updated contract.

FPC will work towards complying with the laws, regulations and proper practices relating to digital and particularly data compliance.

5 Annual Governance and Accountability Return.

5.1 Exemption from External Audit.

For the financial year 2025/26, FPC had income and expenditure, each of less than £25,000. This is one of the criteria for exemption from external audit, all of which are met by FPC. It was therefore resolved to claim exemption from external audit. Cllr. Allum signed the Exemption certificate.

5.2 Annual Governance Statement.

FPC considered the statements on the Annual Governance Statement and agreed that it had complied with all the conditions except for statement 10 on digital and data compliance.

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| 5.3 | The Governance statement was approved and signed by Cllr. Allum. |
| 6 | <u>Annual Statement of Accounts for FY25/26.</u>
FPC approved the annual statement of accounts which was then signed by Cllr. Allum.
<u>Any Other Business.</u>
Following the meeting, those councillors present made an inspection of the play area. |

There being no further business the meeting closed at 6.45pm.

Date of meetings in 2026, starting at 7.30pm in the Clubroom:

Monday 20th July 2026

Monday 21st September 2026

Monday 16th November 2026

Monday 18th January 2027

Monday 15th March 2027

Monday 17th May 2027