

**Minutes of the Meeting of Sandford Parish Council**

**held on Thursday 26<sup>th</sup> June 2025 at 19.30 at the Sports Pavilion, Sandford**

**Present:** Cllrs Ward (Chair), Dalton, Fyfe, Hooper, Stoye, and Stephens

**In attendance:** Clerk to the Council: Jane Mills, Locum Clerk, Rachel Avery Two members of the public

**25/06/55 Apologies and Acceptance for Absence**

Apologies were noted from Cllrs Larcombe, Miles and Sandys

**25/06/56 Declarations of Interest**

No Members declared an interest

**25/06/57 Minutes**

It was **resolved** to approve and sign the minutes of the meeting held on Thursday 05 June 2025

Proposed: Cllr Fyfe, Seconded: Cllr Hooper

The Clerk will check on the signing of the minutes from 1<sup>st</sup> May

**25/06/58 Open Forum**

No members of the public wished to speak

**Annual Governance and Accountability Return 2024/25**

**25/06/59 To receive and note the Annual Internal Audit Report**

It was **resolved** to note the Annual Internal Audit Report

Proposed: Cllr Fyfe, Seconded: Cllr Stephens (all in favour)

**25/06/60 To approve the Annual Governance Statement (section 1 of the Annual Return)**

It was **resolved** to approve Section 1, each item was considered with a “yes” response to all items except item 5 for which an explanation will be provided to the External Auditor

Proposed: Cllr Ward, Seconded Cllr Stephens (all in favour)

**25/06/61 To approve the accounting statements (section 2 of the Annual Return) It was resolved to approve the accounting statements (Section 2)**

Proposed: Cllr Stephens, Seconded: Cllr Ward (all in favour)

**25/06/62 To approve the annual financial statement for year ended 31st March 2025**

It was **resolved** to approve the annual financial statement for the year ended 31<sup>st</sup> March 2025

Proposed: Cllr Fyfe, Seconded: Cllr Dalton (all in favour)

**25/06/63 To approve the year end bank reconciliation for 2024/25**

It was **resolved** to approve the year end bank reconciliation for 2024/25

Proposed: Cllr Hooper, Seconded: Cllr Ward ( all in favour)

**25/06/64 To approve the dates of 01 July 2025 – 08 August 2025 for the Period for the Exercise of Public Rights**

It was **resolved** to approve the dates of 01 July 2025 -08 August 2025 for the Period for the Exercise of Public Rights

Proposed: Cllr Hooper, Seconded: Cllr Stephens (all in favour)

A vote of thanks was given to the Internal Auditor and Locum Clerk for their work on the AGAR

**25/06/65 Date and time of the next meeting**

It was agreed to note the date of the next meeting as Thursday 03 July 2025 at 19.30 at the sports pavilion Sandford

**25/06/66 Part II**

It was **resolved** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

Proposed: Cllr Ward, Seconded: Cllr Stoyles (all in favour))

**25/06/67 Staffing**

Members were in receipt of confidential documentation, a draft response was discussed and referred to the next meeting

Proposed: Cllr Fyfe, Seconded Cllr Stephens (all in favour)

This will be an agenda item on 3<sup>rd</sup> July 2025

There being no further business, the meeting closed at 9pm

Signed

Chair.....

.....Date.....

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