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## NOTICE OF AN EXTRAORDINARY MEETING OF WIGGINTON & HOPWAS PARISH COUNCIL

To be held at Thomas Barnes Primary School, Hopwas, at 7:15pm on Thursday 26<sup>th</sup> May 2022

*Member of the public and the press are welcome to attend*

19<sup>th</sup> May 2022

Dear Councillor,

You are summoned to attend an extraordinary meeting of Wigginton and Hopwas Parish Council to be held at Thomas Barnes Primary School, Hopwas at **7:15pm on Thursday 26<sup>th</sup> May 2022** at which the following business will be transacted. Any Councillor unable to attend should forward their apologies either to the Clerk or the Chairman.

If you have any queries regarding the above information, please do not hesitate to contact me.

*K Clover*  
Kate Clover  
Parish Clerk

### AGENDA

**22/024 Internal Auditors report for year ending 31<sup>st</sup> March 2022 and appoint the Internal Auditor for 2022/23:** To approve the Internal Auditors Report for 2021/22 and appoint an Internal Auditor for 2022/23. (**APPENDIX 1**)

**22/025. Annual Governance Statement for the year ending 31<sup>st</sup> March 2022:** To answer the following questions (yes, no or n/a) and to approve the governance statement for 2021/22 (**APPENDIX 2**)

*\*'Yes' means that this authority*

- 1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.** *\*Prepared its accounting statements in accordance with the Accounts and Audit Regulations.*
- 2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.** *\*Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.*
- 3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.** *\*Has only done what it has the legal power to do and has complied with Proper Practices in doing so.*
- 4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.** *\*During the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.*
- 5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.** *\* Considered and documented the financial and other risks it faces and dealt with them properly.*

6. **We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.** *\* Arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.*
7. **We took appropriate action on all matters raised in reports from internal and external audit.** *\* Responded to matters brought to its attention by internal and external audit.*
8. **We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.** *\* Disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.*
9. **Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.** *\* Has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts*

**22/026. Accounting Statements for the year ending 31<sup>st</sup> March 2022:** To approve the Accounting Statements for 2021/22. (APPENDIX 3)

**22/027. Details of the arrangements for the exercise of public rights:** To note the date of announcement and the period of public rights set by the Clerk / RFO (APPENDIX 4)

**22/028. Update Bank Mandate:** To approve the addition of Cllr Booker to the Unity Trust Bank Mandate

**22/029. Speed Indicator Device Repair, Wigginton:** To consider the repair quote from Traffic Technology and consider the use of CIL Funding for the repairs (APPENDIX 5)

**22/030. Planning:** To consider response to new application:

Reference	Address	Details	W&H comment	LDC decision
<a href="#">22/00726/FUL</a>	Cobwebs Lichfield Road Hopwas Tamworth Staffordshire B78 3AE	Retention of septic tank		

**22/031. Closed Session:** To consider moving into a closed session and exclude the public and press, in accordance with the Public Bodies (Admissions to Meetings) Act 1960, due to the commercial or sensitive nature of business to be discussed for item 22/032.

**22/032. Operation London Bridge:** To consider plans for Operation London Bridge (APPENDIX 6)