

Minutes of the extraordinary meeting of Nuneham Courtenay Parish Council held on Monday 29th June 2026 at the Village Hall

The Chair opened the meeting at 11.05pm.

Parish Councillors present: John Peters (Vice-Chair), Judy Eden, Madhvi Saini and Mandy Rigault (Chair).

In attendance: Geoffrey Ferres (Clerk).

26/36 Apologies for absence

Cllr Rowan Fenn (work).

The Council **unanimously accepted** Cllr Rowan Fenn's reason for absence.

26/37 Internal Auditor's Report 2025-26

The Council **noted** the Internal Audit Report, which should form page 4 of the Annual Governance and Accountability Return 2025-26 Form 2, and the full report.

In line with the Internal Auditor's advice, the Clerk reported the difference between the sum of £500 set aside by the Council for the purchase of a new laptop computer, and the £573.99 he actually spent. The payment would have been within the limit set by the Council had there been recoverable VAT included in the purchase price.

However, the supplier had indicated no VAT would appear in its records and the Internal Auditor agreed the Council could not therefore properly reclaim the VAT shown on the invoice given to the Clerk.

The Council **unanimously agreed** to approve retrospectively the expenditure of £573.99.

26/38 Annual Governance Statement 2025-26

The Clerk read each statement to the Council, and the Council **agreed unanimously** that the answers to the Assertions should be as follows:

- Assertions 1 to 3 and 5 to 8 – "Yes"
- Assertion 4 – "No", and
- Assertion 9 – "Not applicable".

The Chair and the Clerk signed Section 1 of the Annual Governance and Accountability Return 2025-26 Form 2 after the meeting ended.

Action: Clerk to publish signed Annual Governance Statement on Council's website

26/39 Accounting Statements 2025-26

The Council **unanimously approved** the unaudited Accounting Statements for 2025-26 presented by the Clerk in his capacity as Responsible Financial Officer.

Initialled:

Tuesday 7th July 2026

The Chair then signed Section 2 of the Annual Governance and Accountability Return 2025-26 Form 2 after the meeting ended.

Action: Clerk to publish signed Statement of Accounts on Council's website

26/40 Payments

The Council **approved** the following urgent payments:

- £90.00, Bibby Commercial Finance Ltd, Playing Field May maintenance
- £330.00, Parish Council Websites, annual hosting
- £390.00, Auditing Solutions Ltd, Internal Audit 2025-26.

The Chair and Vice-Chair signed the cheques and initialled the supporting paperwork after the meeting ended.

Action: Clerk to send cheques to companies concerned

The meeting closed at 11.35am.

Signed:

Date: Tuesday 7th July 2026