



Spaldington Parish Council



.....at the heart of the Community, for the benefit of the Community.....

28 May 2023

Reference: 4/2024 EOM

Dear Councillors,

I hereby give notice of summons to attend an Extraordinary Meeting of the Parish Council that will be held on the following:

Monday 19th June 2023 to commence at 7.30pm.

The meeting will be held at **SALCO OFFICES** but the meeting will be a remote meeting hosted using the Zoom online software. The details of the Zoom connection are:

Online digital format contact by Zoom: Zoom Meeting details: 646 433 7457 ID - Passcode - **Parish**

<https://us02web.zoom.us/j/6464337457?pwd=YktQVmRiK0tHOWdEVDVPZzR1UEtIQ09>

For any apologies for attendance, please could you email me on spaldingtonpc@gmail.com.

With regards,

Mr S R Baxter JP MIFA ADPS ADIP
Clerk and Responsible Financial Officer
Spaldington Parish Council

AGENDA ITEMS FOR THE EXTRAORDINARY PARISH COUNCIL MEETING

- Welcome to all Councillors and any members of the public sitting in observation.** Chair will make people aware that the meeting is recorded
- Apologies for absence from any Councillors**
- Proposal to exclude members of public from participation – but can observe**
For the following agenda points members of the public can observe the meeting but cannot take part in any debate. Any persons not Councillors or the Clerk will be asked to remain silent or muted on Zoom
- Presentation of Internal Report for 2022/3 – discussion and vote**
- Report from the Clerk on Internal Audit response – discussion and vote**
- Agreement to send documents to the External Auditor - as required by statute**