



Dunchurch Parish Council  
Dunchurch Community Library  
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**Minutes of the Extraordinary Parish Council meeting held on Tuesday 30<sup>th</sup> June 2026 at Dunchurch Community Library commencing at 7pm**

**Councillors Present:** Cllr Gary Sly (Chair), Cllr Pete Warren, Cllr Ann Coomber, Cllr Matthew Camilleri

**Staff present:** C Ondeng – Clerk & RFO

**Present:** 1 member of the public

**1. Apologies for Absence**

Apologies for absence were received from Cllr Howie Marsh, Cllr Ian Grogan, Cllr Matthew Vaughan, Cllr Cara Martin and Cllr Nigel Champken-Woods.

**Resolved:** To accept the apologies for absence.

**2. Declarations of Interest and Requests for Dispensation**

No declarations of interest or requests for dispensation were received.

**3. Receipt of the Internal Audit Report**

The Internal Audit Report was received and considered.

**Resolved:** To request an extension from the External Auditor to enable the following actions to be completed:

- i. To obtain outstanding invoices that are currently missing from the accounting records.
- ii. To provide the Internal Auditor with full access to the ADVAN Edge accounting system to enable inspection of the bank reconciliation documents.
- iii. To provide the Internal Auditor with a signed copy of the Asset Register.

**4. Approval of the Annual Governance Statement (AGAR Section 1)**

**Resolved:** To defer consideration of the Annual Governance Statement (Section 1 of the AGAR) until the outstanding matters identified by the Internal Auditor have been addressed.

**5. Approval of the Accounting Statements (AGAR Section 2)**

**Resolved:** To defer approval of the Accounting Statements (Section 2 of the AGAR) until the outstanding matters identified by the Internal Auditor have been addressed.

**6. Asset Register**

The Council considered the current Asset Register.

**Resolved:** To include all trees planted on Parish Council-owned land within the Asset Register. The Clerk will liaise with Cllr Pete Warren to identify and record all relevant trees.

