SUTTON-ON-TRENT PARISH COUNCIL

Minutes of the Extraordinary Meeting of the Parish Council held at the Methodist Community Centre on Monday, 29th June 2026 at 7.30 pm.

Present: Councillor M Allen
Councillor B Blanchard
Councillor M Grayson
Councillor S Hadley
Councillor S Tyers (Chair)

26/035 Apologies for Absence

Apologies for absence were received and accepted from Councillors Keeton, Marshall, Moody, Sloan and Walker.

26/036 To receive and note any declarations of interest

There were none made.

26/037 Public 10 Minute Forum

There were no members of the public present.

26/038 To approve the Minutes of the Parish Council Meeting held 9th June 2026

The minutes of the meeting held on 9th June 2026 were accepted as a true and correct record and signed by the Chair.

26/039 Finances

(a) To note the conclusion of the Internal Audit for the financial year ended 31st March 2026

Members noted that the accounts for the financial year ended 31st March 2026 had been subject to Internal Audit.

The Clerk that a number of issues had been raised which had been responded to and satisfied the Internal Auditor, none of which related to the accounts themselves.

(b) To consider the Annual Governance Statement for the financial year ended 31st March 2026

Members were asked to consider the Annual Governance Statement for the financial year ended 31st March 2026.

The Clerk advised that Assertion 10 had been ticked as 'No' as the Parish Council did not have a relevant IT Policy in place. A draft policy would be brought to the July meeting for consideration.

The statement was considered and it was AGREED that this be approved and should be signed by the Chairman and Clerk.

(c) To consider the Accounting Statements for the financial year ended 31st March 2026

The Accounting Statements for the year ended 31st March 2026 as presented and signed by the Responsible Financial Officer were considered and it was AGREED that these be approved and signed by the Chairman.

26/040 Parish Council Matters

(a) To note the resignation of a Parish Councillor and the procedure to follow to advertise a Casual Vacancy

The Clerk referred to the resignation received from Councillor Hibberd that had been raised under correspondence at the June meeting.

Members noted the correspondence and asked that the Clerk proceed with advertising a Casual Vacancy. The Clerk advised that if no request was made to Newark & Sherwood District Council by the relevant number of registered electors, following the period of notice, the Parish Council would be able to fill the vacancy by co-option should it wish to do so.

Close: There being no further business the Chairman closed the meeting at 7.40pm

Next Meeting will be on Tuesday, 14th July 2026 at 7.30pm in the Methodist Community Centre.

PLEASE NOTE THAT THIS IS A SUMMARY OF THE DRAFT MINUTES WHICH HAVE NOT YET BEEN APPROVED.