

NORMANTON TOWN COUNCIL

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO

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To all members of Normanton Town
Council

Our ref: DJ/CH

Date: 8th June 2022

Please Reply to: Donna

Dear Councillor,

You are hereby summoned to attend an **ORDINARY MEETING OF NORMANTON TOWN COUNCIL** which is to be held on **Tuesday 14th June 2022** at **All Saints Church, High Street, Normanton, WF6 1NT** at **6.30pm**.

**IF YOU ARE UNABLE TO ATTEND, PLEASE SUBMIT YOUR APOLOGIES
AND REASONS TO THE TOWN CLERK PRIOR TO THE MEETING.**

Yours sincerely

A handwritten signature in black ink, appearing to be 'Donna', with a long horizontal flourish extending to the right.

Mrs Donna Johnston FdA, FSLCC
Town Clerk & RFO.

032.	External Organisations To receive updates from members who attend external organisations.	
033.	Outside Bodies To receive updates from Council representatives on Outside Bodies.	
034.	Financial Matters To consider the list of invoices due for payment in June 2022. To receive the list of payments made under the Clerks Authority in May 2022. To receive the Bank Reconciliation for April 2022. To receive the report of the internal auditor – 12 th May 2022 To review the annual review of Direct Debits	To follow ENC D ENC E ENC F ENC G
035.	Annual Governance and Accountability Return 2021/22 To receive the Annual Internal Audit Report 2021/22. To consider the Annual Governance Statement 2021/22. To approve the Accounting Statements for 2021/22. To approve the period for the exercise of public rights.	ENC H
036.	Internal Audit To undertake the Internal Audit Review. To review the Internal Audit Plan and Terms of Reference To appoint the Internal Auditor for the 2022/23 financial year.	ENC I ENC J
037.	Planning To consider the planning applications in the enclosed schedules.	ENC K