

- i) Grass cutting & volunteers: Letters of acknowledgement of volunteer grass cutters need to be sent by the Clerk to ensure they are covered for public liability under the PC's insurance policy.
- j) The Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2026 - including the completed Certificate of Exemption must be completed and received by the auditors PKF Littlejohn by end June 2026.
 - 1. To receive the Annual Internal Auditor Report for the year 2025/26
 - 2. To approve the Annual Accounts 2025/26
 - 3. To approve the Certificate of Exemption 2025/26
 - 4. To approve Section 1, the Annual Governance Statement 2025/26
 - 5. To approve Section 2, Accounting Statements 2025/26
 - 6. To agree the dates for the public rights period of 3rd June to 14th July 2026 and to confirm the date the Notice is to be published on the Council's website. In compliance with the Accounts and Audit Regulations 2015 a notice advertising the period for the exercise of public rights during which the Parish Council accounting records can be inspected between 3rd June to 14th July 2026 will be posted on the Sandon Parish Council website to which the completed Annual Governance & Accountability Statement will be added following tonight's approval and signature by the Council.
- k) Analysis of year-on-year significant variances and year end Bank Reconciliation: Following accounts approval by the PC the RFO will prepare these documents for sending to PKF Littlejohn with the completed AGAR.