



**I HEREBY GIVE NOTICE OF A MEETING OF AYLSHAM TOWN COUNCIL AND SUMMONS ALL MEMBERS TO ATTEND. THE MEETING WILL BE HELD IN THE TOWN HALL ON MONDAY 22<sup>nd</sup> JUNE 2026 at 7.00 pm**

*Faye LeBon*

(Town Clerk)

Wednesday 17<sup>th</sup> June 2026

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

**AGENDA**

- 1. To Receive Apologies for Absence**
- 2. To Receive Declarations of Interest and Grant Requests for Dispensation**
- 3. To Adjourn the Meeting to Allow Members of the Public and Councillors with Prejudicial Interests to Speak**
- 4. Finance\***
  - a) To Receive Internal Audit Report and Consider Recommendations (1-13)
  - b) To Agree Annual Governance Statement for 2025/2026 (14)
  - c) To Agree Annual Accounting Statement for 2025/2026 (15)
  - d) To Note the Dates of the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return as Wednesday 24<sup>th</sup> June to Tuesday 4<sup>th</sup> August 2026 (16-19)
- 5. To Note Items for Information or a Future Agenda**
- 6. To Confirm the Date of the Next Meeting as Wednesday 1<sup>st</sup> July 2026**
- 7. Closure of Meeting to the Press and Public**

To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of items 8 and 9 in view of the confidential nature of the business to be transacted.
- 8. To Receive Correspondence from Cleaning Contractor and Consider Resolution**
- 9. To Receive Correspondence of 17<sup>th</sup> June and Consider Response**

**\*Supporting Documentation**

- 1. Scribe Annual Return (20)**
- 2. Bank Reconciliation (21)**
- 3. Balance Sheet (22-23)**
- 4. Trial Balance (24-27)**
- 5. Adjustments (difference between boxes 7 and 8) (28)**
- 6. Statement of Borrowing (Drill Hall) (29)**
- 7. Income and Expenditure Account (30)**
- 8. Explanation of Variances (31)**