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**Members are summoned to the Extraordinary Meeting of Woodmancote Parish Council (WPC) to be held on Tuesday 10 June 2025 at 7.30 p.m. at the Pavilion, Blackstone Playing Fields, Woodmancote.**

***Members of the Public are welcome to attend.***

***For supporting documents, please go to [WWW.woodmancoteparishcouncil.gov.uk](http://WWW.woodmancoteparishcouncil.gov.uk)***

***Public Participation - there will be a period of 10 minutes set aside for the public to ask questions or make comments on items on the agenda. Comments on items not appearing on the agenda can be made at the chairman's discretion.***

- 1. Apologies**
- 2. Declarations of interest** - Declarations of Interest from Members in respect of any items on the agenda.
- 3. Minutes** - To approve and accept the draft minutes of the WPC Annual General Meeting on 13 May 2025.
- 4. Finance and Payments**
  - 4.1 Reconciled accounts and bank statements – to agree accounts for March, April and May 2025.
  - 4.2 To approve the schedule of payments for June 2025.
  - 4.3 To accept and sign the AGAR audit 2024-25 and Audit Notice of Public Rights.
- 5. Governance**
  - 5.1 Review and accept the updated WPC Standing Orders 2025.
  - 5.2 Review and accept the updated WPC Financial Regulations 2025.
  - 5.3 Review and accept the WPC Discretions Policy 2025.
  - 5.4 Review and accept the WPC Financial Risk Assessment Policy 2025.
- 6. Meeting schedule**
  - 6.1 Review and accept the revised meeting schedule for July 24-July 25.
- 7. Village Hall** – Update from Cllr R Noel.

**Please note item 8.1 will be held under the 'Public Bodies (admission to meetings) Act 1960 S.1(2). which will exclude members of the public due to the confidential nature of the business to be discussed.**

- 8. Staff arrangements**
  - 8.1 Review and agree the Clerk's working hours under the revised meeting schedule.
- 9. Items for next agenda/to note**
- 10. Date of next meeting** – 08.07.2025

**Liz Trundle – WPC Clerk/RFO, 03.06.2025**