



BROCKHAM

PARISH COUNCIL EXTRAORDINARY MEETING

DRAFT MINUTES

26th June 2025

Venue: The Pavilion, Brockham
Recreation Ground

Date: 26th June 2025

Time: 19:00 to 19:45

Present

Cllr Karen Gargani (KG) - Chairman

Cllr Gary Evans (GE)

Cllr Ross Lane (RL)

Cllr David Challenger (DC)

Apologies

Cllr Roshie Watkins (RW)

Cllr Simon Hetzel (SH)

Cllr Noel Humphrey (NH)

In attendance

L Mann (Clerk) (LM)

Apologies

MVDC Cllr S Budd (SB)

SCC Cllr H Clack (HC)

MVDC Cllr P Keay (PK)

MVDC Cllr P Potter (PP)

Public:

0 resident

Ref	Agenda item	Who
26/06-001	To receive apologies for absence	
	KG welcomed Councillors and the resident to the meeting. Cllr Watkins was not in attendance.	
26/06-002	Code of Members' Conduct - Declaration of Interest.	
	None declared.	
26/06-003	Public session	
	Nothing was raised at this time.	
26/06-004	Acceptance of Last Minutes	All
	To approve and sign the minutes of the AGM meeting held on 16th May 2025.	
26/06-005a	Finance Matters	
	To note the internal audit report for 2024-25 and agree actions from any recommendations. The Parish Council will address the issues raised in the Internal Audit. Specifically: <ul style="list-style-type: none"> Look to adopt a gov.uk domain for the website. Consolidate the bank accounts into fewer accounts Apply for a reserve bank account to spread the financial risk. 	
26/06-005b	To read and sign the Annual Governance Statement for 2024-25	LM/KG
	The Annual Governance Statement was read and signed by the Chair Karen Gargani, countersigned by the Clerk, Laura Mann.	
26/06-005c	To read and sign the Accounting Statement for 2024-25	LM/KG
	The Accounting Statement was read and signed by the Chair Karen Gargani, countersigned by the Clerk, Laura Mann. ACTION: Submit completed AGAR and supporting documents to External Auditor for review.	LM
26/06-006	Closure of meeting	
	The next meeting will be on Thursday 10 th July at 7:30pm. At 9:30pm KG thanked everyone for attending and declared the meeting closed.	