# Pixley & District Parish Council Extraordinary Meeting Minutes
# Friday 20th June 2025
# 6.30pm at Munsley W.I. Hall

**Present: Cllrs Allen Mawby, Andrew Riga, Brendan Sugden, Charles Smart, Kelvin Lynch and Steve Swaithes**
**Clerk: Ella Wayman**
**Members of the Public: None**

**25/21. Apologies for absence**
Cllr Steve Swaithes had made apologies and they were accepted.

**25/22. To receive Declarations of Interest**
None.

**25/23. Public Participation**
None.

**25/24. Minutes**
The minutes of the Annual Parish Council meeting held on the 12th May 2025 were confirmed as a true record and signed by the Chairman.

**25/25. Financial items**

**a) To review and accept the Internal Auditor's report for 2024/25**
The Internal Auditor's report was discussed and accepted.

**b) To consider if the PC is exempt from external audit for 2024/25**
The Council assessed the criteria and resolved that it was exempt from external audit.

**c) To consider the finances stated and assertions on the AGAR for 2024/25**
The Council had reviewed year end finances and resolved to accept them as stated on the AGAR as correct. The RFO explained the assets figure for the previous year had been restated as it had been incorrect on the previous AGAR.
The Council considered each assertion and resolved to answer "yes" to all except where the answer was non-applicable.

**d) To review and approve the budget report for April and May 2025**
The budget report was approved and signed by the Chairman.

**e) To review and approve the bank reconciliation against statements for April and May 2025.**
The bank reconciliation was approved against bank statements provided by the RFO and signed by the Chairman.

f) **To approve the list of invoices for payment (to be initialled by a Cllr in the meeting):**
The invoices were approved and initialled by the Chairman.

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|---|---|---|
| Staff salaries and expenses | April & May 2025 | £968.64 (paid) |
| Donation to Aylton Church | Noticeboard | £150.00 (paid) |
| Staff salaries and expenses | June 2025 | £597.84 |
| HMRC Q1 | PAYE & NI | 67.89 |

**25/26. Correspondence**
To note the list of correspondence received and agree any responses required:

- Herefordshire Council – Response to a request for a Community Governance Review.
- Herefordshire Council – PROW Funding Scheme
- Herefordshire Council – Drainage Funding Scheme

The correspondence was noted and Cllr Riga suggested the PC ask for the potential of Pixley & District having its 4 parishes split and merged into neighbouring parishes at the next CGR in 2027. It was agreed to ask this question of Herefordshire Council.

**25/27. Matters to be raised for next meeting (All)**

Items agreed for the next agenda alongside normal recurring items: PROW and drainage areas to apply for funding for under the HC schemes, Cheltenham Motor Club event follow up, insurance.

**25/28. Date of next meeting (All)**

The date of the next meeting was kept as scheduled for 14th July 2025.

Signed ..... Date 14th July 2025
Chairman