

ISLIP PARISH COUNCIL MINUTES

Minutes of the Extraordinary Council Meeting held on Tuesday, 23rd June 2026, at 7.30 pm held at Islip Village Hall.

MEMBERS PRESENT: Parish Councillors: Dennis Price, Nicola Richardson, and Sophie Miller.

OFFICERS PRESENT: **Clerk to the Council:** Emma Kearney

OTHER COUNCILLORS: None

OTHERS PRESENT: **Members of the Public:** None

APOLOGIES: The following apologies were received.

District Councillors: None

County Councillor: Laura Gordon.

Parish Councillors: Anneka Streule and Andrew Smith.

040/26 PUBLIC PARTICIPATION

None

041/26 DECLARATIONS OF INTEREST & APPLICATIONS FOR DISPENSATION

None

042/26 YEAR END AUDIT FIGURES 2025-26 (AGAR FIGURES)

To review, consider and accept the

1. **Annual Internal Audit Report 2025-26**

The clerk circulated the internal audit report in advance and it was **NOTED** by the council.

It was further **NOTED** that the internal auditor had identified three findings requiring explanation:

- **Finding M** — the period for the exercise of public rights for the 2024/25 accounts was one working day short of the statutory 30 working day requirement. The calculation method has been corrected going forward.
- **Finding N** — the Notice of Conclusion of Audit for 2024/25 had not been published on the Council website following completion of the external audit. This has been published as of 23rd June 2026.
- **Finding O** — the Council's digital and data compliance policy suite was not visible on the website at the time of the audit visit, although the documents had been prepared and adopted. The full policy suite has been published live on the Council website as of 23rd June 2026.

It was **RESOLVED** unanimously to approve the explanation sheets prepared by the Clerk in response to Findings M, N and O, for submission to the external auditor. (042/26-1)

2. **Annual Governance Statement.**

The Clerk circulated the Annual Governance Statement questions in advance of the meeting.

It was **RESOLVED** unanimously to approve and sign the Annual Governance Statement 2025–26. (042/26-2)

3. **Signed Accounting Statement.**

The Clerk certified the Accounting Statements prior to presentation to the Council. It was **RESOLVED** unanimously to approve and sign the Accounting Statements 2025–26. (042/26-3)

4. **Statement of Variances.**

It was **RESOLVED** unanimously to approve and accept the Statement of Variances 2025–26.

5. **Dates of Electors' Rights**

The Clerk confirmed that the period for the exercise of public rights for the 2025–26 accounts would commence on **Wednesday 1st July 2026** and end on **Tuesday 11th August 2026**, being a period of 30 working days inclusive, incorporating the first 10 working days of July, in accordance with the Accounts and Audit Regulations 2015. This was **NOTED** by the Council

043/26

WORKING FROM HOME ALLOWANCE – TRANSPARENCY NOTE

The Clerk advised the Council that two unauthorised card transactions totalling £20.50 had been made on 20th August 2025 in error by a family member. The Clerk had raised this with councillors at the time and offered to recover the amount by deduction from the March 2026 Working From Home Allowance payment, reducing that payment to £3.50 (minute 106/25). This was **NOTED** by the Council for transparency, and also documented in the statement of variance.

044/26

PLANNING APPLICATIONS

The following applications expire before the next scheduled full meeting of the council.

Reference	Address	Description	Ward	Deadline	Outcome
26/01419/F 26/01420/LB	Old Rectory, The Walk, Islip.	Widening of the existing main driveway entrance into the property, construction of replacement stone piers to match the existing and the replacement of the existing metal gates with new wider metal gates.	Islip	10 July 2026	No objections

045/26

ITEMS FOR FUTURE AGENDA

The following items were proposed

- Burial Ground Committee set-up.
- Discussion on the landscaping contract for the village
- The Swan Car Park

The meeting closed at 8.30 pm

SIGNED: _____

Councillor Price