



Ashington Town Council
Town Hall, 65 Station Road
Ashington
Northumberland
NE63 8RX

12th June 2026

To all Members of the Council

You are hereby summoned to attend the **FULL COUNCIL MEETING**, followed by the meeting of the **FINANCE AND GENERAL SERVICES COMMITTEE** in **THE COUNCIL CHAMBER, 65 STATION ROAD, NE63 8RX**, on **Tuesday 23rd June 2026, commencing at 6:00pm.**

The agenda for the meeting is set out below, along with supporting documents. If you have any questions about any of the items on the agenda, please contact the office.

The meeting is open to the press and public. As per the agenda and our standing orders, any resident wishing to speak should contact us prior to the meeting.

Regards

Sarah Eden
Executive Officer/RFO

AGENDA FOR FULL COUNCIL MEETING

1. WELCOME BY THE CHAIR

Welcome by Cllr Mark Purvis.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. DISCLOSURE OF INTERESTS

To receive any declarations of disclosable pecuniary interests and other interests in items on the agenda as required by the Code of Conduct for Members and by the Localism Act 2011.

Members are also reminded that they need to regularly review their declarations of interest forms and ensure they remain up to date.

4. DISPENSATIONS

To receive and consider any dispensations.

Tel: (01670) 624521

E-mail: sarah.eden@ashingtontowncouncil.gov.uk

Website: www.ashingtontowncouncil.gov.uk

<https://www.facebook.com/ashingtontowncouncil>

<https://www.instagram.com/ashingtontc/>

5. PUBLIC PARTICIPATION

The Chair to receive any items put forward by members of the public and to put questions to or draw relevant matters to the attention of the Council. This is for a period of 15 minutes overall and is limited to 3 minutes per person.

To receive resident questions put to meeting late on 26th May (enc)ⁱ

Please email/telephone the Executive Officer with questions on items on the agenda no later than 5.00pm on Monday 22nd June 2026.

6. MINUTES OF PREVIOUS FULL COUNCIL MEETING

To receive and sign as a true record, the minutes of the meeting held on Tuesday 26th May 2026 (enc)ⁱⁱ

7. FINANCIAL OVERVIEW 2025/26

To receive a financial report for year ending March 2026, including 2026/27 budget overview, and address any questions to the Responsible Financial Officer (enc)ⁱⁱⁱ

8. UPDATED FINANCIAL AND MANAGEMENT RISK ASSESSMENT, JUNE 2026

In accordance with the Accounts and Audit Regulations 2015 (SI2015/234), and the Governance and Accountability for Smaller Authorities in England — Practitioners' Guide 2025, issued by the Smaller Authorities' Proper Practices Panel (SAPPP), specifically Assertion 5 - Risk Management, to receive and approve the updated document presented by the Executive Officer/RFO (enc)^{iv}

9. INTERNAL AUDIT 2025/26

In accordance with Regulation 3 and Regulation 5 of the Accounts and Audit Regulations 2015 (SI 2015/234), and the Governance and Accountability for Smaller Authorities in England — Practitioners' Guide 2025, issued by the SAPPP, specifically Assertion 6 — Internal Audit and Assertion 7 — Reports from Auditors;

a) Internal Audit Report, year ending March 2026

To receive the Annual Internal Audit signed AGAR for year ending March 2026, carried out by Susan Saunders (enc)^v

b) Internal Audit Checklist, year ending March 2026

To receive the Audit Report Report, carried out by Susan Saunders (enc)^{vi}

c) Actions Arising from the Internal Audit Report, year ending March 2026

To consider the findings of the internal audit report and agree any actions required in response.

10. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) YEAR ENDING MARCH 2026

a) Annual Governance Statements

To receive and respond to the Annual Governance Statements, and agree signature by the Chair and the Executive Officer (enc)^{vii} (*The Chair will read out each statement and ask members to agree, the Chair and the Executive Officer will sign and date the statement*)

To note the recommendation of the Executive Officer to agree 'NO' in respect of Assertion 10 - IT and Data Management, and to note and agree the explanation provided (enc)^{viii}

Tel: (01670) 624521

E-mail: sarah.eden@ashingtontowncouncil.gov.uk

Website: www.ashingtontowncouncil.gov.uk

<https://www.facebook.com/ashingtontowncouncil>

<https://www.instagram.com/ashingtontc/>

b) End of Year Bank Reconciliation, March 2026

To receive and approve the End of Year Bank Reconciliation, March 2026 (enc)^{ix}

c) Accounting Statements

To receive and approve the Accounting Statements for the year ending March 2026 (enc)^x
(RFO will have already signed and dated the accounts, the Chair will sign and date the declaration at the meeting, following receipt and approval)

To note the restatement of the prior year comparative figure for Total Fixed Assets, in accordance with the agreed Assets Register Policy and Capitalisation Threshold, and upcoming guidance in Governance and Accountability for Smaller Authorities in England — Practitioners' Guide 2026/27, issued by the SAPPP. To receive and agree the restatement explanation (enc)^{xi}

d) AGAR Submission 2025/26

To approve the submission of the AGAR for year ending March 2026, and publication on the Town Council website, as required.

11. NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN

In accordance with Local Audit and Accountability Act 2014, Sections 25, 26 and 27; Accounts and Audit Regulations 2015 (SI 2015/234), Regulations 14 and 15; and Governance and Accountability for Smaller Authorities in England — Practitioners' Guide 2025 (SAPPP), specifically Assertion 4 – Electors Rights, to approve the dates set for the period for the exercise of public rights of inspection as 25th June 2026 – 5th August 2026 (enc)^{xii}

12. INTERNAL AUDIT 2025/26

In accordance with Accounts and Audit Regulations 2015, part 2 (1), to agree to re-appoint Mrs Susan Saunders as the Internal Auditor for 2026/27, and to agree that the Executive Officer signs the terms of engagement (enc)^{xiii}

13. GOVERNANCE

To agree a Cllr(s) who will be responsible for undertaking routine checks (financial statements and accounting records) to ensure accounts are being kept properly (enc)^{xiv}

To formally close the Full Council Meeting, suggest a short comfort break if needed and commence with Finance and General Services Committee Meeting immediately after, but not before 6:20pm.

Tel: (01670) 624521

E-mail: sarah.eden@ashingtontowncouncil.gov.uk

Website: www.ashingtontowncouncil.gov.uk

<https://www.facebook.com/ashingtontowncouncil>

<https://www.instagram.com/ashingtontc/>

ENCLOSURES

- i Resident questions submitted by email on 26th May 2026
- ii Draft Minutes of the Full Council Meeting (Annual Meeting of the Council) held on Tuesday 26th May 2026
- iii Financial Overview 2025-26
- iv Financial and Management Risk Assessment, June 2026
- v Internal Audit Certificate (AGAR Form 3)
- vi Internal Audit Report
- vii Annual Governance Statement, Section 1
- viii Assertion 10 – Explanation – Digital and Data Compliance
- ix Year End Bank Reconciliation 2025-26
- x Accounting Statements 2025-26
- xi Accounting Statements, Box 9 – Fixed Assets restatement explanation
- xii Notice of dates for Exercise of Public Rights
- xiii Terms of Engagement – Scotchcoulthard
- xiv Internal Audit – Suggested Cllr Checklist

Tel: (01670) 624521

E-mail: sarah.eden@ashingtontowncouncil.gov.uk

Website: www.ashingtontowncouncil.gov.uk

<https://www.facebook.com/ashingtontowncouncil>

<https://www.instagram.com/ashingtontc/>