



Parish Council Office, Barnham Community Hall, Yapton Road,
Barnham, West Sussex, PO22 0AY

Clerk and Responsible Financial Officer: James Roberts

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**Barnham & Eastergate Parish Council – Full Council meeting,
Tuesday 16th June 2026, 7:30pm at Barnham Community Hall**

MINUTES

Present:

Chris Allington, Rob Bates, Andrew Crawford, Chris Wells, Ray Coggin, John Robinson, Andrea Rainger, Penny Wycherley.

In attendance:

James Roberts (Clerk & RFO) and Nina-Maria McMaster (Assistant Clerk – Community). No members of the public were present.

1. Open public session

No members of the public were present.

2. Apologies

Apologies received and accepted from Sue Wallsgrove, Heather Kilroy, Simon Parkin, and Phil Cramp.

3. Declarations of interest

None declared.

4. Annual Governance & Accountability Return for the year ended 31st March 2026

The Clerk circulated the Internal Audit Report produced by Smithe & Co, Annual Governance and Accountability Return for 2025/26 and a copy of the Notice of Public Rights.

4.1 To approve the Internal Audit Report as prepared by Smithe & Co

4.2 To approve the Annual Governance Statement for 2025/26 as detailed in the Annual Return

4.3 To approve Accounting Statements for 2025/26 as detailed in the Annual Return

4.4 To approve the publication of Notice of Public Rights and submission of the Annual Return to the External Auditor

Resolved:

1. To approve the Internal Audit Report as prepared by Smithe & Co
2. To approve the Annual Governance Statement for 2025/26 as detailed in the Annual Return
3. To approve Accounting Statements for 2025/26 as detailed in the Annual Return
4. To approve the publication of Notice of Public Rights and for the Clerk to submit the Annual Return to the External Auditor

The Chair and Clerk signed the required respective boxes on the Annual Return.

The meeting closed at 19:35hrs

Signed by: _____

Chair of Barnham & Eastergate Parish Council