



**Extraordinary Minutes Downswood Parish Council Meeting  
held at 7.30pm on Tuesday 19<sup>th</sup> May 2026 at St Nicholas Church**

**Present** Cllrs R. Wingett – Chairman, A-M Butler, R Cheesman, J Cottis, A Fincham, P Fincham, J Tournay,  
Mrs E Hull – Clerk/RFO, and one member of the public

1. **APOLOGIES FOR ABSENCE:** none received
2. **NOTIFICATION OF INTENTION TO FILM/PHOTOGRAPH OR RECORD THE MEETING:** Cllr Wingett
3. **DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS:** None
4. **ADJOURNMENT FOR QUESTIONS FROM MEMBERS OF THE PUBLIC:** None
5. **External Audit – Annual Governance and Accountability Return (AGAR)**
  - i. The Parish Council to review the effectiveness of the system of internal control and resolve to approve the **Annual Governance Statement 25/26**  
The Annual Governance Statement was duly reviewed by Cllrs, it was proposed by Cllr P Fincham, seconded by Cllr Wingett and unanimously agreed by all to approve the Annual Governance Statement, which was then duly signed by the Chairman and Clerk.  
**RESOLVED**
  - ii. The Parish Council to consider the **Accounting Statements 25/26** and resolve to approve the Accounting Statement  
The Accounting Statement was duly considered by Cllrs, it was proposed by Cllr Butler, seconded by Cllr A Fincham and unanimously agreed by all to approve the Accounting Statement, which was then duly signed by the Chairman **RESOLVED**
  - iii. Notice of the period for the exercise of public rights to be set  
The Notice of the period for the exercise of public rights was set it was proposed by Cllr Tournay, seconded by Cllr Cottis and unanimously agreed by all to set the date as 3<sup>rd</sup> June 2026 to 14<sup>th</sup> July 2026 **RESOLVED**

There being no further business, the meeting closed at 19.37