

**From:** Bleadon BOB Community Website <bleadon@live.co.uk>  
**Sent:** 09 August 2022 10:11  
**To:** Bleadon Parish Clerk <parishclerk@bleadonparishcouncil.co.uk>  
**Cc:** All BPC Councillors  
**Subject:** Fw: Request for AGAR viewing

Dear Bruce,

I note from the website that the new [AGAR Notice](#) has been posted, before 27th July 22, and that you appear to have overlooked informing me, as requested in my previous email below. (Thank you for now including the additional two page summary of public rights on the AGAR Notice as requested)

Please can you therefore offer me a few dates and times, at the soonest opportunity in the next two weeks, for me to attend and inspect the AGAR records.

I also note that you have now published the full, signed [AGAR Form 3](#). As confirmed with the External Auditor, please can you ensure that my simple request to inspect all AGAR related documentation is undertaken, in particular but not limited to (and complying with your request for no distinguishing emboldening or italics):

1. Please send me the last five years full Internal Auditor's biannual reports, in particular that referenced in the AGAR Form 3 pg3, dated 13/02/22 and 11/06/22
2. Please send me the last five years full External Auditor's reports
3. Please send me a fully itemised breakdown of the summarised 'Annual Budget by Centre', i.e. income and expenditure for each and every line item, to understand what has been spent per activity/project/heading/cost code.
  - a. I assume Full Council has monthly access to this information for 'effective financial management during the year' (AGAR Section 1) and as indicated in BPC's Risk Register. If not, as BPC is now apparently fully electronic, I assume a sub-report of this nature should not be onerous or time consuming as the quarterly reports are a summary of each individual income or expenditure entry.
4. Please send me a fully itemised income and expenditure listing for each Reserve listed in the 'Summary Receipts and Payments' report.
5. Please send me the Asset register as submitted to Audit (AGAR pg 3 H, and Section 2)
  - a. Following previous correspondence, please can someone tell me why the [current BPC online June 2020 Asset Register](#) has the Coronation Hall listed as a BPC asset, not indicated as in Custodial Trusteeship, and for a value of £1million not 'nil' as residents were previously informed. Also, why BPC assets value is listed at June 2020 as £1.1 million on the register, a different value of £860K in Section 2
6. A 'Summary Receipts & Payments' report has been supplied but not published (e.g. potentially related to AGAR pg3 D) to discuss the purpose of the individual Reserves that were held, e.g. General £13.5K, Special £9.5K, Contingency £19K, A370 £1K
7. All signed minutes, including all associated precept and full budget setting appendices/papers used for councillor's decision making and outcomes, which also includes setting for 2022/23 period in January (e.g. potentially related to AGAR pg3 D)
8. The dates of all finance working group/meetings relating to, and held in, 2021-22 (potentially relating to Section 1), and any associated documentation
  - a. As BPC website doesn't publish detailed/itemised information on the individual [budgets](#) set for Staff, Grants, Administration, Open Spaces or Projects, where are these budgets stated and agreed by full council? Where are they transparently published to the public?
9. All receipts (e.g. potentially related AGAR pg 3 J). From BPC's Risk Register I understand that 'Scanned invoices are sent to signatories for online payments'.
10. Documentation indicating which Trustee roles are included in AGAR pg 3 O, and Section 1
11. All signed contracts, at a minimum those published as unsigned on the BPC Policies page i.e. Grass Cutting, Ranger, Toilets, Editor
  - a. also, any documentation regarding how the signed contracts are monitored and enforced
12. Signed [Youth Club Lease](#) (as now posted on the BPC website, thank you),
  - a. to discuss why the lease was minuted as signed and concluded at Full Council in May 21, yet has an altered uninitialled Jan 22 date, and doesn't seem to have been

- mentioned in any full council minutes post May 21. When did councillors approve this amended version?
- b. Please make the associated full council signed minutes available, along with any associated appendices/papers referring to this (thank you for now posting Jan 22 minutes on the BPC website).
  - c. Please also make available a copy of the previous lease, which presumably expired Nov 18 but not concluded until Jan 2022, in the current AGAR period.
13. Q4 'Annual Budget by Centre' ending 31 March 2022, (thank you for copy) to discuss anomalies, especially as the information relating to the AGAR period has been removed from the BPC website, i.e. Q1, Q2, Q3 & Q4 2021-22, and that [Q1 of this financial year](#) has removed even more financial information.

If any of the requested information will be absent prior to, or at, the arranged AGAR viewing meeting, please explain why, so that I can discuss it further with the External Auditor.

From your recent correspondence, you indicate that all decisions and expenditure go through an open and transparent democratic voting process at Full Council, via all councillors, including the compilation and sign off of the AGAR Form 3. I therefore expect whoever attends my requested AGAR inspection meeting as Bleadon Parish Council's representative, to understand and update me on your previous AGAR response dated 25 July 22, and to be able to discuss and fully answer my AGAR related queries.

Kind regards,

Jo

email: [bob@bleadon.org.uk](mailto:bob@bleadon.org.uk)

web: [www.bleadon.org.uk](http://www.bleadon.org.uk)

twitter: @bleadon

facebook: BleadonBOB

latest news: <http://www.bleadon.org.uk/news.html>

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**From:** Bleadon Parish Clerk<[parishclerk@bleadonparishcouncil.co.uk](mailto:parishclerk@bleadonparishcouncil.co.uk)>

**Sent:** 25 July 2022 10:31

**To:** 'Bleadon BOB Community Website' <[bleadon@live.co.uk](mailto:bleadon@live.co.uk)>

**Cc:** External Audit, All BPC Councillors

**Subject:** RE: Request for AGAR viewing

Dear Jo

I am aware thank you of the request that has been set out by the external auditor and will take the appropriate action as soon as I am able.

Might I ask please that you desist in your practice of giving me on all occasions "chapter and verse" especially as it is often embolden and in italics when in fact a simple request will suffice.

Thank you

Bruce

[parishclerk@bleadonparishcouncil.co.uk](mailto:parishclerk@bleadonparishcouncil.co.uk)

07453358318

**Please Note**

My core daily working hours are Mon-Thu - 10.00 am – 1.00 pm and 2.00 pm – 3.30 pm.

I endeavour to provide a written response to all enquiries within 48 hours.

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**From:** Bleadon BOB Community Website <[bleadon@live.co.uk](mailto:bleadon@live.co.uk)>  
**Sent:** 22 July 2022 20:49  
**To:** Bleadon Parish Clerk <[parishclerk@bleadonparishcouncil.co.uk](mailto:parishclerk@bleadonparishcouncil.co.uk)>  
**Cc:** All BPC Councillors  
**Subject:** Request for AGAR viewing

Dear Bruce,

Yesterday, 21 July 22, the External Auditor responded to me, and other interested residents, stating that they had,

*"... written to the Council about the need to restart the public rights period since the approved AGAR has not been published on the website. Members of the public will therefore have the opportunity to inspect the accounting records and ask questions of the clerk for a further 6 weeks. If any concerns remain after the Council has responded to queries, electors may wish to consider raising objections to the AGAR with the appointed auditor."*

I am therefore requesting that you inform me when the new AGAR Notice is posted, with the new six week viewing period, so that I can book a date and time to see the full AGAR documentation. If I have misunderstood anything, please let me know.

Kind regards,

Jo

email: [bob@bleadon.org.uk](mailto:bob@bleadon.org.uk)

web: [www.bleadon.org.uk](http://www.bleadon.org.uk)

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