



## FAIR OAK & HORTON HEATH PARISH COUNCIL

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### SUMMONS

Dear Member

17 November 2023

You are hereby summoned to attend a meeting of the FULL COUNCIL held on **Monday, 20 November 2023 at 6.00 pm** at the Parish Office, 2 Knowle Park Lane, Fair Oak.

*Melanie Stephens*

Melanie Stephens, Parish Clerk

**PUBLIC PARTICIPATION:** This meeting is open to members of the public. If you wish to speak at the meeting, you should submit a request by email to [clerk@fairoak-pc.gov.uk](mailto:clerk@fairoak-pc.gov.uk) by 4 pm on Friday 17 November 2023.

### SUPPLEMENTARY AGENDA

#### 13. CONCLUSION OF AUDIT (PAPER I)

To receive, note and approve the 2023 BDO audit report.

NB: At the September meeting at which this item was discussed, in error, the 2022 final report was attached to the report.

**To: All Councillors**