

# 'ONE OFF' EVENTS

Name of Smaller Authority: EAST MEON PARISH COUNCIL

If you answer is Yes to any of the questions 1 to 7, please provide the following information:

- Did the smaller authority take out a new PWLB or other loan in the year? **No**
  - Copy of minutes approving the loan
  - Copy of minutes approving the purpose of the loan
  - Copy of Secretary of State approval
  - Copy of letter confirming loan from PWLB or loan provider
  
- Did the smaller authority sell any land or buildings in the year? **No**
  - Copy of minutes confirming decision to sell land
  - Copy of remittance document for the sale proceeds
  - Copy of bank statements showing proceeds banked
  - Copy of contract of sale
  - Confirmation of what the proceeds will be used for
  - Copy of independent valuation
  - If undersold, copy of Secretary of State approval
  
- Did the smaller authority purchase any land or buildings in the year? **No**
  - Copy of minutes confirming intention to purchase land or building
  - Copy of completion statement of purchase
  
- Did the smaller authority undertake a capital build project over £100k in the year? **No**
  - Copies of invoices/latest valuation of build project costs to date
  - Copy of minutes where capital build was agreed by council
  - Copy of tenders and minutes where tenders were discussed