

OLD WESTON PARISH COUNCIL

Parish clerk: Ms E Gotts

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MEETING OF THE ANNUAL MEETING OF OLD WESTON PARISH COUNCIL TO BE HELD ON TUESDAY 12TH MAY 2026 AT OLD WESTON VILLAGE HALL

AGENDA

- OLDWES-2026-01 Welcome
- OLDWES-2026-02 To elect the chair of the Parish Council for the year May 2026-April 2027 – Cllr Costura **Elected**
Ellie nominated, Emma 2nd
- OLDWES-2026-03 To elect the vice-chair of the Parish Council for the year May 2026-April 2027 Cllr Mckenzie **Elected**
Emma nominated, Dave 2nd
- OLDWES-2026-04 To receive apologies and reason for absence – Cllr Fussell
- OLDWES-2026-05 Councillors Declaration of interests in any item on the agenda. - None
- OLDWES-2026-06 Public and Press participation session with respect to items on the agenda - None
- OLDWES-2026-05 Communication from District and County Councillors from 2025-26 – not present. See report from Parish Assembly
- OLDWES-2026-06 To approve the minutes of the meeting held on 13th May 2025 – move to next meeting
- OLDWES-2026-07 To consider matters arising from the previous minutes – **ACTION** Letter to resident – Discussions of amendments to letter.
Discussions around what we can do to support getting this issue resolved.
- OLD-WES-2026-08 Village Hall – unsuccessful in grant bid, been requested to consider the donation of £1,300.00 despite grant refusal. – **ACTION** Need to see set of accounts and more financial details around the project. –
- OLDWES-2026-08 Governance

- a) Annual review of policies and procedures as per standing orders - adopted

OLD-WES-2026-09 Assign councillors' area of responsibilities
 Cllr Costura – Neighbourhood plan.
 Cllr Harding – Highways.
 Cllr Penniall – Asset Manager and Defibrillator
 Cllr Fussell – Footpaths
 Cllr Mckenzie - Communication, Village matters.
 Cllr Patrick- Litter, MVAS.

Defib user- national database add Cllr Penniall

OLD-WES-2026-10 To approve clerk to look at the process of Cllr vacancy advertisement with a view to co-option. – **APPROVED**

OLD-WES-2026-11 Review of council's subscriptions to other bodies – CAPALC and SLCC.

OLD-WES-2026-12 Confirmation of arrangements for Insurance cover in respect of insurable risks – note needs amending, bring back meeting before renewal due.

OLD-WES-2026-13 Review of the council's expenditure under S.137 of the local government act 1972

8-Apr-25	The Swan PH - Litter Pick Refreshments	£ 112.63
28-Jul-25	Section 137 Donation Village Hall	£ 1,300.00
17-Feb-26	The Swan PH - Village Clean Refreshments and food	£ 115.77

OLDWES-2026-14 Planning – No planning notices received.

OLDWES-2026-15 Finance and Administration
 a. Update on banking signatories and adding the new Clerk/RFO to the bank account. – **ACTION** clerks remove authorisation and add submission
 Cllr Mckenzie – Full
 Cllr Fussell– Full
 Cllr Harding – Full

Clerk advised, not standard practise for Cllrs to submit payments.
Consider organisational and transactional limits next meeting.

- b. Update status of the AGAR (Audit and General Accounting Regulations) for financial year 2025-26
 - Approve cashbook and bank reconciliation up to 31st March 2026 - **APPROVED**
 - Approve the Annual Governance Statement 2026 - Section One – **APPROVED AND SIGNED**
 - Approve the Annual Governance Statement 2026 - Section Two – **APPROVED** Certificate of exemption **SIGNED**
- c. Approve the Assets Register – **APPROVED**
- d. To receive the Annual Internal Auditor Report – nothing to note
- e. To receive financial situation of the council
 - Review allocation of money to allocated funds - **APPROVED**
 - Review the previous council's budget – precept vs spending needs to be reviewed at the end of the year, as expenditure slightly higher than precept.
- f. Note payments made since last meeting – Appendix 1 - **APPROVED**
- g. Review bank and bank signatories for the council's bank account – see OLDWES-2026-15
- h. Review and approve current direct debit payments and standing orders. – Appendix 2 – **APPROVED**. Annual expenditures to be brought back next meeting. **ACTION** Cancel chess DD.
- i. To consider and appoint the Internal Auditor for 2026-27 – Steve Vine **APPROVED**
- j. Payment listing for approval – Appendix 3 - **APPROVED**

OLDWES-2026-16 Letter to resident update re drainage issues – see agenda item OLD-WES-2026-07

OLDWES-2026-17 Village Hall consideration of still making donation, as grant not obtained – Council wanted to see accounts income and expenditure

OLD-WES-2026-18 Any other Business for information only –A14 safety group discussion re tracking accidents on A14 – liase with Catworth – Andrew Clerk to circulate A14 road closures.

OLD-WES-2026-19 Dates of next meeting: 14th July 15th September and 10th November 2026. – Close of meeting 21.01pm

Appendix 1

Payments made since last meeting 10th March 2026

30.04.26	Service Charge		£	7.00
27.04.26	B/P to: Emma Gotts	OWPC - MILEAGE	£	43.20
27.04.26	B/P to: Emma Gotts	OWPC - WAGES	£	167.84
23.04.26	B/P to: David Costura	OLD WESTON PC	£	11.98
23.04.26	B/P to: HMRC	126PJ001774802603	£	8.20
21.04.26	B/P to: CAPALC	CAPALC	£	259.67
31.03.26	Service Charge		£	7.00
27.03.26	B/P to: HMRC	126PJ001774802603	£	94.20
26.03.26	B/P to: Emma Gotts	OWPC - WAGES	£	377.49
26-Mar-26	B/P to: Emma Gotts	OWPC - MILEAGE	£	43.20

Appendix 2

Direct Debit Listing

<u>Supplier</u>	<u>Value</u>	<u>Last Payment</u>	<u>Next payment</u>
Chess ICT		27.06.2024	
ICO	£47.00		27.11.2026

Appendix 3

Payment Listing for approval **Meeting 12th May 2026**

Date	Supplier	Value	Payment made to
29.03.26	The swan PH	£99.09	P Patrick
13.12.25	Cloud Next	£11.98	D Costura
13.01.26	Cloud Next	£11.98	D Costura

13.03.26	Cloud Next	£11.98	D Costura
14.03.26	Microsoft	£84.99	D Costura
25.05.26	Clerks Wages	£167.04	
25.05.26	HMRC	TBC	

DRAFT