

Date: 22.05.25

LOCKINGTON PARISH COUNCIL

Unconfirmed Minutes of the Annual Parish Council Meeting held on Tuesday,
20th May 2025

APCM01/25 - Apologies: – Parish Councillor Stewart Craig and Jeremy Mason.

Lockington Parish Councillors present were John Rowson, Stephanie Taylor, Jamie Wheldon, Alistair Grant, Amanda Jordan, Ian Jowett and Andrew How.

The Ward Councillor, Jeremy Wilcock, was present.

Visitors: Two parishioners were present at the meeting.

The Clerk, Mr Gareth Rees, was also present.

APCM02/25 Election of Chairperson for Lockington Parish Council 2025/26

Parish Councillor Jamie Wheldon proposed that Parish Councillor John Rowson be elected as Chairman of the Parish Council.

Parish Councillor Ian Jowett seconded this.

A vote was taken, and the resolution was carried unanimously.

APCM 03/25 Election of Vice Chairperson for Lockington Parish Council
2025/26.

Parish Councillor Jamie Wheldon proposed that Parish Councillor Jeremy Mason be elected Vice-Chairman of the Parish Council.

Parish Councillor John Rowson seconded this.

A vote was taken, and the resolution was carried unanimously.

APCM 04/25 Declaration of Acceptance of Office (Witnessed).

Declaration of Acceptance witnessed by the Clerk, Mr Gareth Rees.

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APCM05/25. Register of Interest (RoI) update.

The Clerk reported that all ROI's with sitting Parish Councillors were current and relevant.

APCM06/25 Review the Minutes of the Annual Parish Council Meeting held on Tuesday, 20th May 2025

This section of the agenda is to review last year's minutes and act as a reminder. The minutes were previously approved at the June meeting.

(The minutes of the above meeting had been previously circulated to all Parish Councillors for review and subsequent approval. The Parish Councillors present at the meeting agreed that it was a true and accurate record of the meeting and duly approved the minutes, with no amendments, at the June 2024 meeting. The Chairman then signed the minutes as a true and proper record on behalf of the Parish Council).

APCM07/25 Lockington Parish Council Chairperson's Report 2024/25.

The Chairman delivered the report in the APM held immediately before this meeting (APCM). The audience was the same, so the report was not repeated—see APM May 25.

The Chairman, Parish Councillor John Rowson, presented the Annual Chairperson's report.

The above report was received and noted.

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APCM08/25. Adoption of the 2024/25 Parish Council Accounts.

8.1 The Clerk gave a detailed review of the Parish Council Accounts, which included;

- a) Certificate of Exemption.
- b) Annual Internal Audit Report.
- c) Section 1 – Annual Governance Statement.
- d) Section 2 – Accounting Statements.
- e) Analysis of variances.
- f) Bank reconciliation.
- g) Budget approval 2025/2026.

Parish Councillor Ian Jowett proposed the following:

- The Parish Council accept the Certificate of Exemption.
- The Parish Council have reviewed and accepted the Internal Audit feedback.
- AGAR Sections 1 and 2, Bank Reconciliation, and Analysis of Variance, are accepted as an accurate record of the PC accounts.
- Budget for 25/26 confirmed.

Seconder: The above proposal was seconded by Parish Councillor Alistair Grant.

A vote was taken and the resolution was carried unanimously.

Resolved: All accounts and budgets listed above were accepted and adopted by the Parish Council.

All information is available on the Parish Council website.

8.2 Internal Auditor for 2025/2026

Parish Councillor Andrew How proposed that Mr Brian Brooks be retained for the Internal Audit next year. Parish Councillor Ian Jowett seconded this.

A vote was taken, and the resolution was carried unanimously.

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APCM9/24. Discuss and review the following adopted procedures to ensure they remain fit for purpose.

a) Standing Orders (SO).

The Clerk reported that NALC have updated the SOs, and they are currently being reviewed.

b) Code of Conduct (CoC).

The Clerk reported that he had reviewed the CoC, which remains fit for purpose.

c) Financial Regulations (FR) & Financial Risk Assessment (FRA).

The Clerk explained that NALC had developed an updated FR and that Parish Councillor Ian Jowett and the Clerk had reviewed and subsequently issued the updated version.

Parish Councillor Stephanie Taylor proposed that the updated Financial Regulations be adopted. Parish Councillor Jamie Wheldon seconded this. A vote was taken, and the resolution was carried unanimously.

APCM10/24. Parishioner Question Time.

There were no questions from the Parishioners.

Gareth Rees - Clerk to Lockington Parish Council

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Parish Council Web Site: <http://lockingtonparishcouncil.eastriding.gov.uk>