

Parish Council of Waresley-cum-Tetworth

Minutes of the Annual General Meeting

Held on Thursday 21 May 2026

at

Waresley Village Hall at 8.57pm

Present: Councillors Richard Jerman, Eleanor Jack, Joshua Morris-Lowe, Jon Hutton & Craig Safford. Also present, County Councillor Sarah Caine, Rod Kerr (Clerk) Gilly Bakewell, Malcolm & Stephanie Gordon, Mark Ponder & Wendy Phillips

Apologies for absence DC Stephen Claffey Martin Prescott David Morgan David Taine.

1. **Election of Chair & Vice Chair** Richard Jerman was proposed as Chairman by Eleanor Jack & seconded by Joshua Morris-Lowe and elected unanimously. Eleanor Jack was proposed as Vice Chair by Richard Jerman and seconded by Craig Safford and elected unanimously.
2. **Signature of acceptance of office by chair and elected members of parish council** - The councillors signed their declaration of acceptance of office as Parish Councillors forms following the uncontested election of 7 May 2026 & the Chair & Vice Chair signed their acceptance of office _ all witnessed & countersigned by the clerk
3. **Declaration of any disclosable pecuniary interests** - none
4. **Approve the Minutes of the Parish Council Meeting of 16/04/26** – They had been circulated previously and were signed as a true record of the proceedings.
5. **Matters Arising from Minutes and Annual Meeting** – the proposed litter pick has not yet happened – it was agreed to wait until after the next verge cut. Sarah Caine will find out when the next one is scheduled & let Josh Morris-Lowe know and he will organise it.
6. **Planning: 26/00780/HHFUL and 26/00781/LBC Proposed replacement windows and rear door 17 Vicarage Road Waresley Sandy SG19 3DA.** These applications are similar to the previous application which was approved by the Parish council but refused by HDC. The windows & door are now wooden & not Upvc. The proposal was approved by 5-0.
7. **Register of interests** - The councillors had been provided with new forms to complete and were requested to ensure they were returned to the clerk within 14 days.
8. **To appoint parish council representatives to other bodies and responsibilities** : The following were appointed.
 - Tree Warden -David Morgan
 - Village Hall Representative - Richard Jerman
 - Little Gransden Airfield representative - as before, a representative will be sent to any meetings which affect the parish.
 - Responsible Financial Officer – David Taine
9. **Review of inventory of land and assets including buildings and office equipment.** The updated list was circulated – the new MVAS sign and Noticeboard were added. The councillors agreed the list was correct.

10. **Review and confirmation of arrangements for insurance cover in respect of all insured risks.** The Insurance level was discussed and the councillors agreed it was adequate.
11. **Review of the Council's and/or employees' memberships of other bodies.** These remain unchanged from before and are recorded in the register of interests.
12. **Review of effectiveness of the system of internal control.** The various controls in place were discussed. The new electronic payment system was thought to be more secure and less vulnerable to abuse with a traceable audit trail.
13. **To consider findings of the review.** The findings were considered and deemed to be adequate.
14. **Resolution: to approve the Annual Governance Statement** - the councillors went through all the questions on the statement and were able to answer in the affirmative and approve the Annual Governance Statement

15. Finance and adoption of accounts

- a) To consider accounting statements - the councillors reviewed the accounting statements at the meeting.
- b) Resolution: To approve the Statement of Accounts for 2025/26 The statement was circulated and approval was proposed by Councillor Jerman & Seconded by Councillor Jack and approved by the Council.
- c) To note inspection period to be advertised – the Inspection period will be from 01/07/26
- d) To appoint internal auditor for 2026/27 - it was thought a new internal auditor was required, the Clerk & RFO will review and recommend one for 26/27.

16. Approve the following payments

- a) Clerking Services for May 2026 £60.00
- b) PAYE for May 2026 £15.00
- c) Village Hall Hire for 25/26 - £135

The approval of the payments was proposed by Councillor Jerman & Seconded by Councillor Jack and approved.

17. **AOB** Councillor Jerman noted that the road sign opposite the Village Hall was completely obscured by the trees on land owned by the Garden Centre. Councillor Jack will approach them to ask for it to be cut back.

Councillor Jack noted that the posts for the sign for Manor Farm Road have broken and it is currently propped against a wall - Councillor Jerman will speak the Highways about having it repaired. Councillor Safford said he will have a look to see if there is anything he can do.

It was confirmed that the 20-mph speed limit for the B1040 has been approved is due to be implemented later this year.

The Keys for the Noticeboard are held by the Clerk & behind the bar at the Duncombe Arms.

18. **To agree date of Next Meeting** - this will be held at the Village Hall on Thursday 25/6/26 at 8pm.

19. **The meeting was declared closed at 9.28pm.**