

Date: 6.6.26

LOCKINGTON PARISH COUNCIL

Confirmed Minutes of the Annual Parish Council Meeting held on Tuesday, 19th May 2026

APCM01/26 - Apologies: – All Parish Councillors were present.

Lockington Parish Councillors present were John Rowson, Ian Jowett, Rob Ellett, Stewart Craig, Andrew Howe, Helen Miller, Alistair Grant, and Stephanie Taylor.

The Ward Councillor Jeremy Wilcock was unable to attend.

Visitors: Four parishioners attended the meeting.

The Clerk, Mr Gareth Rees, sent his apologies.

APCM02/26 Election of Chairperson for Lockington Parish Council 2026/27

Parish Councillor Andrew How proposed that Parish Councillor John Rowson be elected as Chairman of the Parish Council.

Parish Councillor Helen Miller seconded this.

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

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

Parish Councillor John Rowson proposed that Parish Councillor Alistair Grant be elected Vice-Chairman of the Parish Council.

Parish Councillor Ian Jowette seconded this.

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

APCM 04/26 Declaration of Acceptance of Office (Witnessed).

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

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APCM05/26. Register of Interest (RoI) update.

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

APCM06/26 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 circulated to all Parish Councillors for review and subsequent approval. The Parish Councillors present at the meeting agreed that the minutes were a true and accurate record of the meeting and duly approved them without amendment at the June 2025 meeting. The Chairman then signed the minutes as a true and proper record on behalf of the Parish Council.)

APCM07/26 Lockington Parish Council Chairperson's Report 2025/26.

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 26.

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

The above report was received and noted.

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APCM08/26. Adoption of the 2025/26 Parish Council Accounts.

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

- a) Annual Internal Audit Report.
- b) Section 1 – Annual Governance Statement.
- c) Section 2 – Accounting Statements.
- d) Analysis of variances.
- e) Bank reconciliation.
- f) Budget approval 2026/2027.

Parish Councillor Ian Jowett proposed the following:

- 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 26/27 confirmed.

Seconder: The proposal above was seconded by Parish Councillor John Rowson.

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 2026/2027

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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APCM9/26. 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.

APCM10/26. Parishioner Question Time.

There were no questions from the Parishioners.

Gareth Rees - Clerk to Lockington Parish Council

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