

Winterborne Whitechurch Parish Council

Minutes of the Annual General Meeting Held on Wednesday 20th May 2026

1. **CONFIRMATION OF ELECTION OF CHAIRMAN**
 - 1.1 To elect Chairman
Cllr Julien Turner was proposed, seconded and duly elected as Chair of the Parish Council
 - 1.2 To receive Chairman's Declaration of Acceptance of Office
The declaration was signed

2. **CONFIRMATION OF ELECTION OF VICE CHAIRMAN**
 - 2.1 To elect Vice Chairman
Cllr Liam Deeney was proposed, seconded and duly elected as Vice Chair of the Parish Council
 - 2.2 To receive Vice Chairman's Declaration of Acceptance of Office
The declaration was signed

3. **APPOINTMENT OF OFFICERS AND BRIEF HOLDERS**
 - 3.1 Flood Liaison Officer
Cllr Deeney was appointed to this role

 - 3.2 DAPTC representative
Cllr Turner was appointed to this role

 - 3.3 Highways Officer
The Clerk would manage this role

 - 3.4 Community Speed Watch representative
This role was currently inactive.

 - 3.5 Speed Indicating Device representative
Cllr Eaton was appointed to this role

 - 3.6 Play Park representative
Cllr Deeney was appointed to this role

 - 3.7 Defibrillator representative
Cllr Royle was appointed to this role
 - 3.8 Tree Warden
Cllr Turner was appointed to this role

 - 3.9 Fields Close representative
Cllr Turner was appointed to this role

3.10 Rights of Way Liaison Officer
Cllr Turner was appointed to this role

3.11 Village Hall Liaison representative
Cllr Royle was appointed to this role

3.12 Maintenance Working Group lead
Cllr Turner was appointed to this role

3.13 Internal auditor
JP consultants were appointed

3.14 Banking Signatories
**These were confirmed as
Cllr's Turner, Eaton and Deeney - along with Mr Lewin, the Parish Clerk.**

4. APPROVAL OF REGULATIONS AND DOCUMENTS

4.1 Standing Orders
These were approved with no amendments

4.2 Code of conduct
These were approved with no amendments

4.3 Financial regulations
These were approved with no amendments

4.4 Freedom of information requests
These were approved with no amendments

4.5 General data protection regulation
These were approved with no amendments

4.6 Complaints procedure
These were approved with no amendments

4.7 Environment policy
These were approved with no amendments

4.8 Social media policy
These were approved with no amendments

4.9 Safeguarding policy
These were approved with no amendments

4.10 Health and Safety policy
These were approved with no amendments

4.11 Equality and Diversity policy
These were approved with no amendments

4.12 IT Policy
These were approved with no amendments

4.13 To confirm the frequency and timings of Full Council meetings
It was agreed with a majority vote, to move to a two monthly meeting cycle, this being – January, March, May, July, September and November.
The meeting will continue to be the third Wednesday of the that month and starting at 7pm, in the Old School Rooms.

5. FINANCE AND AUDIT

5.1 To approve income and expenditure for financial year 25/26 subject to audit
78 payments totalling £ 17354.53
8 receipts totalling £ 57896.35

5.2 To approve the budget for financial year 25/26 subject to audit
The Precept spend was **83.30%**

5.3 To approve the reserves for financial year 25/26 subject to audit
The General Reserve was declared at **£ 8450.52**

5.4 To approve the asset register as of 31st March 2026
The asset register stood at **£ 53015.00**

5.5 To approve the insurance schedule for 26/27
This was approved with no amendments.

5.6 To confirm the requirement for limited assurance external audit
As receipts exceeded £25K, this was declared.

5.7 To confirm any conflict of interests with BDO
There were conflicts declared by members.

5.8 To confirm the dates for notice of public rights to view unaudited accounts
The following dates were agreed
01 July until 11 August 26

5.9 To approve the Annual Governance and Accountability Return for 25/26
subject to audit to include Annual Governance Statement and Accounting
Statements
This was signed by the Chair and the Clerk as a true and accurate record.

The meeting closed at 2018 hours

W LEWIN *W Lewin*

Parish Clerk

13th May 2026