

WARK PARISH COUNCIL

Chairman: Mr Edward Jeffrey **Contact:** clerk@warkparishcouncil.gov.uk

Meeting to be held 4th June 2026 and 9th June 2026 at 7pm in Wark Town Hall

Draft Minutes

1/26 Welcome, declare the meeting is being recorded for the purpose of the minutes; Councillor Edward Jeffrey (EJ) (**chair**), Councillor Judith Weir (JW), Councillor Jason Riches (JR), Councillor Sean Miles (SM), Councillor Lisa Lorraine (LL), Chris Reid (CR) (Clerk)

2/26 Apologies for Absence: None Recived at the time of writing

3/26 Notification of Other Business: None

4/26 Declarations of Conflicts of Interest: None

5/26 Appoint an FRO: EJ Proposed JR Seconded JW

6/26 Approval of Minutes: Minutes from the 14th May 2026 (already circulated in advance of meeting) – EJ signed.

7/26 Public and Police participation (10 mins maximum) None

8/26 Matters Arising

8/26.1 Internal Audit Chair read through recommendations. Agreed to ensure the cleck has access to the online banking, chair and JR to look into this. Discussed accounting and use of accountant. Agreed to keep accountant for another to enable clerk to gain a greater understanding of FRO and clerk role. Auditor concerned over recorded reserves, contact accountant to clarify accounts and where the reserves are. Will ensure AGAR is put on the website from now on and that public rights dates are correct.

8/26.2 Accessibility Statement – for website: circulated before meeting approved **Proposed SM**
Seconded JR

8/26.3 Privacy Policy – for website: circulated before meeting approved **Proposed SM**
Seconded JR

8/26.4 Public Rights – for website: This will be done once the AGAR is finalised.

9/26 Financial Matters

9/26.1 AGAR: AGAR discussed looked at all sections, end of year accounts back from accountants show reserves but these are not shown on bank statement. According to spreadsheet provided by clerk reserves have been used to purchase moving vehicle signs, clerk to contact accountant and clarify. Can't sign tonight will adjourn meeting and reconvene when all papers needed for the AGAR are ready to sign and submit.

9/26.2 Payment schedule circulated at the meeting, all payments are BACS **FRO** to make payments following meeting. Invoices and payslips initialled

10/26 Items for Discussion at Future Meetings: Update on the road around the village green.

LL has been in contact with Karbon Homes with regard to play area. Will contact again to clarify ownership of land, update at later meeting.

11/26 Meeting: adjourned at 20.30 will recommence meeting Tuesday 9th June 2026 at 18.30

Meeting reconvened from the 9th June 2026

12/26 Welcome back, declare the meeting is still being recorded for the purpose of the minutes; Councillor Edward Jeffrey (EJ) (**chair**), Councillor Judith Weir (JW), Councillor Steve Batey (SB), Councillor Lisa Lorraine (LL), Chris Reid (CR) (Clerk)

13/26 AGAR check and sign: Annual Governance Statement went through and agreed. Draft accounting statements, accountant clarified that the reserves have been used and has removed them from the end of year figures supplied. Draft accounting and significant variances agreed. Dates for the exercise of Public Rights were set, 11th June 2026-22nd July 2026, notice to display give to chair to display in Wark, clerk to display in Stonehaugh. All agreed.

Proposed JW Seconded LL

14/26 Dates for Next Meeting: already set 9th July 2026 Wark Town Hall 7pm

Closed 19.15

Chris Reid

Clerk to Wark Parish Council