

# WOLVERTON PARISH COUNCIL

Clerk to the Council: Jennifer Bendall, 7 Brick Kiln Close, Norton Lindsey, Warwick, CV35 8DL  
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To All Members of the Council

8 May 2022

You are hereby summoned to attend the Annual Meeting of Wolverton Parish Council to be held at the Church Hall, Wolverton at 7.30pm on **Thursday 12 May 2022**, for the purpose of transacting the following business.

Members of the Press and Public are invited to attend the meeting and are welcome to address the Parish Council on any matters they wish to raise during the public forum.

Signed: *JBendall*

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Jennifer Bendall  
Clerk and Responsible Financial Officer

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*The impact of climate change will be considered by Wolverton Parish Council in all decision making.*

## AGENDA

There will be a fifteen-minute period set aside prior to the formal agenda and again at the end of the meeting, for the purpose of public participation.

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|-----------------------|--|
| <b>22/05/12-AM/01</b> | <b>To elect the Chairman of the Council</b>  |
| <b>22/05/12-AM/02</b> | <b>Record of members present</b>   |
| <b>22/05/12-AM/03</b> | <b>To receive apologies for absence</b><br><i>To receive, and consider for approval, apologies for absence and reasons given.</i>  |
| <b>22/05/12-AM/04</b> | <b>To receive declarations of interests (existence and nature) on Items on the Agenda</b><br><i>Councillors are reminded that under the Code of Practice they are asked to declare personal interests in any item on the agenda, and the nature of the interest, at this point or at any point during the meeting. Should that interest be considered prejudicial to the matter under discussion, they should leave the room and not seek improperly to influence any decision on that matter.</i> |
| <b>22/05/12-AM/05</b> | <b>To receive the Chairman's Declaration of Acceptance of Office, or to decide when the Chairman's Declaration of Acceptance of Office, which has not been received as provided by law, shall be received</b>  |
| <b>22/05/12-AM/06</b> | <b>To elect the Vice Chairman of the Council</b><br><i>(Note: there is no obligation to appoint a Vice-Chairman and the Vice-Chairman is not required to sign a Declaration of Acceptance of Office)</i>   |

<b>22/05/12-AM/07</b>	<b>To agree dates for Council Meetings for the forthcoming year</b> Suggested dates for the next year are as follows (all dates are Thursday's): 21 July 2022, 22 September 2022, 24 November 2022, 19 January 2023, 23 March 2023, 20 April 2023 (Parish Assembly), 18 May 2023 (Annual and Ordinary Meetings)
<b>22/05/12-AM/08</b>	<b>To review Council Committees / Working Parties, including Delegation of Functions to Committees, and appoint Members as applicable</b> <i>(Note: there is no obligation to appoint any Committees: Wolverton Parish Council currently has no Sub-Committees or Working Parties)</i>
<b>22/05/12-AM/09</b>	<b>To appoint representatives to sit on outside bodies if applicable</b>
<b>22/05/12-AM/10</b>	<b>To appoint an Internal Auditor for the financial year 2022/23</b>
<b>22/05/12-AM/11</b>	<b>To review bank signatories and arrange to sign appropriate bank mandate if there are any changes</b>
<b>22/05/12-AM/12</b>	<b>To receive the Parish Council's Statement of Finances at 31 March 2022</b> (Appendix 1)
<b>22/05/12-AM/13</b>	<b>To review the Parish Council's Asset Register</b>
<b>22/05/12-AM/14</b>	<b>To agree the Parish Council Focus for 2022/23</b>
<b>22/05/12-AM/15</b>	<b>To review the Parish Council's Standing Orders and Financial Regulations</b>
<b>22/05/12-AM/16</b>	<b>To review the Council's insurance provision</b>
<b>22/05/12-AM/17</b>	<b>To consider training requirements for Councillors</b>
<b>22/05/12-AM/18</b>	<b>Close</b>

Open discussion with parishioners

# APPENDIX 1

## WOLVERTON PARISH COUNCIL

### Accounts Year To Date as at 31 March 2022

Reconciled to bank statement dated 31 March 2022

Actual 2020/21		Budget 2021/22	Actual 2021/22
<b>Balances B/F</b>			
£ 2,394.12	Current Account at 1 April	£ 2,865.34	£ 2,865.34
£ -	Uncleared income at 1 April	£ -	£ -
£ -	Unpresented cheques/payments at 1 April	£ -	£ -
<b>£ 2,394.12</b>	<b>TOTAL B/F</b>	<b>£ 2,865.34</b>	<b>£ 2,865.34</b>

<b>INCOME</b>			
£ 3,500.00	Precept	£ 3,600.00	£ 3,600.00
£ -	Grants	£ -	£ -
£ -	Interest	£ -	£ -
£ -	VAT	£ 120.00	£ -
£ -	Other	£ -	£ 2,162.26
<b>£ 3,500.00</b>	<b>TOTAL INCOME</b>	<b>£ 3,720.00</b>	<b>£ 5,762.26</b>

<b>EXPENDITURE</b>			
£ 1,354.98	Clerks Salary	£ 1,450.00	£ 1,403.16
£ -	HMRC	£ -	£ -
£ -	Clerk's Homeworking Allowance and Travel Expenses	£ 50.00	£ -
£ 76.67	Admin Expenses (stationery, postage, internet, etc)	£ 150.00	£ 56.51
£ 990.00	Grass cutting	£ 1,000.00	£ 690.50
£ -	Grants made under Discretionary Powers and Section 137 Grants	£ 200.00	£ 50.00
£ 21.90	Parish Maintenance (excluding grass cutting)	£ 100.00	£ -
£ 140.00	Subscriptions (WALC, ICO, etc)	£ 175.00	£ 140.00
£ 264.98	Insurance	£ 270.00	£ 270.00
£ 59.95	Room hire	£ 125.00	£ -
£ -	Election Costs Fund annual increase	£ -	£ -
£ -	Audit Fee	£ -	£ -
£ 77.00	Training	£ 50.00	£ 40.00
£ -	Other	£ 50.00	£ -
£ -	Assets Fund annual increase	£ -	£ -
£ -	Contingency Fund annual increase	£ -	£ -
£ -	Expenditure from reserves: election costs	£ -	£ -
£ -	Expenditure from reserves: Assets Fund (purchase, repair, renewal, inspection)	£ -	£ 45.00
£ 43.30	VAT paid (to be reclaimed)	£ 30.00	£ 126.90
<b>£ 3,028.78</b>	<b>TOTAL EXPENDITURE</b>	<b>£3,650.00</b>	<b>£ 2,822.07</b>

Actual Balance of Accounts at 31 March 2021		Forecast Balance of Accounts at 31 March 2022 (as per budget for year)	Actual Balance of Accounts Year To Date
£ 2,865.34	Current Account Balance	£ 3,002.06	£ 5,805.53
£ 1,250.00	Ringfenced funds *	£ 1,250.00	£ 3,412.26
£ 500.00	Contingencies fund (sum retained for unexpected expenses)	£ 500.00	£ 500.00
£ -	Sum retained for future election costs	£ 500.00	£ 500.00
£ -	Sum retained for Asset Fund (purchase, repair, renewal and inspection costs)	£ 500.00	£ 500.00
<b>£ 1,115.34</b>	<b>TOTAL DISPOSABLE FUNDS</b>	<b>£ 252.06</b>	<b>£ 893.27</b>

#### \* Ringfenced funds

Donation to PCC agreed in year 2019/20 for new churchyard fencing	£250.00
WCC grant received in year 2019/20 ringfenced for PCC	£1,000.00
CIL payment (to be used for infrastructure projects)	£2,162.26
	<b>£3,412.26</b>