

WENTWORTH PARISH COUNCIL



Clerk: Mrs Julie Peck, Mandalay, Church Road, Wentworth, CB6 3QE
Email: clerk@wentworth-pc.gov.uk

Chairman: Mr David Lee, Leemeadow, 3 Main Street, Wentworth CB6 3QG
Email: david.lee@wentworth-pc.gov.uk Tel: 01353 778908

www.wentworth-pc.gov.uk

NOTICE OF MEETING: Annual Meeting of Wentworth Parish Council
TIME: 7.30 pm
DATE: 13th May 2026
VENUE: Wentworth Village Hall

MEMBERS 3
VACANCIES 2
QUORUM 3

Attendees: Councillor Lee (DL), Councillor Ashdown (BA), Councillor Bass (CB) and two members of the public

MINUTES

- 13052026/1 Election of Chairman and Declaration of Acceptance of Office to be signed**
BA proposed and CB seconded that DL should be elected as Chairman for the coming year. Motion carried unanimously. DL signed Acceptance of Office witnessed by Clerk as Proper Officer of the Council.
- 13052026/2 Election of Vice -Chairman and Declaration of Acceptance of Office to be signed**
DL proposed and CB seconded that BA should be elected as Vice-Chair for the coming year. Motion carried unanimously. BA signed Acceptance of Office witnessed by Clerk as Proper Officer of the Council.
- 13052026/3 To receive and record apologies for absence**
Apologies received from District Councillor Inskip (MI).
- 13052026/4 To receive Members declaration of interest**
There were none.
- 13052026/5 To sign and approve minutes of last meeting:**
Parish Council Minutes from 25th March 2026 DL signed the minutes as true record of the meeting. Motion carried as unanimous.
- 13052026/6 To receive District and/or County Councillor's reports**
District and County Councillors Reports were received during Annual Assembly of the Parish Meeting.
- 13052026/7 Open forum for public participation**
A limit of 5 minutes per speaker will be applied. Members of the public who are unable to be in attendance should submit their comments in writing to the Clerk by 12 noon on the day of the meeting. Please refer to Standing Orders for full details (available to view online)
- 13052026/8 To review and approve the Standing Orders**
Approval was agreed unanimously

13052026/9 To review and approve the Financial Regulations, Internal Financial Controls, New Financial Years Assurances and Signatories for 2026/27

The Council reviewed and confirmed that the Financial Regulations, Internal Financial Controls and New Financial Years Assurances remain unchanged. Motion carried unanimously.

Review of the Signatories for 2026/27 carried out and approved. Motion carried unanimously.

13052026/10 To review and approve the Standards and Code of Conduct for Members

Approval was agreed unanimously.

13052026/11 To review and approve all Council Policies

Approval was agreed unanimously.

13052026/12 AGAR 25/26: Annual Internal Audit Report 2025/26 to be received and note any actions required

The Annual Internal Audit Report had been completed by independent appointed auditor Mrs Gillian Barnes. The Council reviewed and noted the Annual Internal Audit Report.

13052026/13 Consider and approve Internal Audit Review 2025/26

Approval was agreed unanimously

13052026/14 AGAR 25/26: Annual Governance Statement to be considered, approved and signed

Approval was agreed unanimously. The Annual Governance Statement was then signed by Chairman and Clerk.

13052026/15 AGAR 25/26: Accounting Statements to be considered, approved and signed

The Clerk had calculated, completed, and certified the Accounting Statements as Responsible Finance Officer (RFO) to the Council. Approval was agreed unanimously. DL as Chairman then signed the Accounting Statements.

13052026/16 AGAR 25/26: Note dates for the period for the exercise of public rights under Accounts & Audits Regulations 2015

The Council noted that the Clerk/RFO had set the dates for the period for the exercise of public rights; from 3rd June 2026 to 14th July 2026. This period included the first 10 working days of July as required by the Accounts & Audit Regulations 2015

13052026/17Planning:

To Consider: None

To Update: None

13052026/18 Council Business:

- a) ROSPA Safety Inspection – Following receipt of annual inspection report it was deemed that all equipment was safe to use. The issues raised that require maintenance attention are:
 - Boundary fence requires repair and some replacement rails – DL already organising repairs & neighbouring field owner to meet the costs.
 - Wooden seat- requires some parts sanding/filling to remedy splinters and to monitor condition of wood.
 - Bark under all equipment to be raked over in place again to provide adequate safety cover.
 - Grassed areas to be monitored surrounding slide and tunnel and keep banked up.
 - Zipwire support posts require attention (not same ones as last year) – DL to arrange remedial repairs as before to ensure supports are safe.
 - Slide to be checked for splinters and monitor condition.

It was deemed that all wooden equipment would need to be monitored for decay and in time the Council would need to investigate replacing items with recycled plastic ones which wouldn't rot. The Council will arrange a working party to carry out repairs and maintenance in the Summer.

The Clerk has notified the current insurers of the purchase and installation of the new swing set, and these were now covered with no additional premium to pay.
- b) Garages & land owned by Sanctuary Housing - Sanctuary Housing had responded asking before they demolish the garages would the Parish Council be interested in purchasing the land from them? Clerk had requested an indication of cost before the meeting but hadn't had a response from Sanctuary Housing. It was decided to await details of the costs involved but still chase up the request to get the

garages and surrounding area cleared up. Clerk to continue to correspond with Sanctuary Housing and update as necessary.

13052026/19 Finance

- a) To approve bank Reconciliation up to 30th April 2026. DL proposed and BA seconded to approve bank reconciliation. Motion carried unanimously.
- b) Payments:

March			
Lloyds Bank	Service Charges	£4.25	BACS
K&M Lighting	Maintenance	£10.63	BACS
Red Shoes Accounting	Payroll Services	£52.20	BACS
D Lee	Grounds maintenance	£200.00	BACS
Julie Peck	Clerk Salary	£348.08	BACS
Wicksteed Leisure	Swings Purchase	£5679.82	BACS
April			
Lloyds Bank	Services Charges	£4.25	BACS
CAPALC Ltd	Annual Subscription	£169.76	BACS
Julie Peck	Clerk Salary	£349.36	BACS
K&M Lighting	Maintenance	£10.63	BACS
D Lee	Grounds Maintenance	£200.00	BACS
Scribe	Subscription	£260.06	BACS
NPower	Streetlight energy	£170.48	BACS
St Peters Church	Hall hire	£33.00	BACS

c) Direct Debits: None

d) Income

March			
K Wallis	Rent	£275.00	BACS
Lloyds Bank	Interest	£2.79	BACS
Wentworth Fundraising Group	Donation to purchase swings	£4733.18	BACS
April			
ECDC	Precept	£6500.00	BACS
HMRC	VAT Reclaim	£1845.52	BACS
Lloyds Bank	Interest	£3.38	BACS

13052026/20 Correspondence (Information only not for discussion)

- a) Email received outlining interest from future resident in becoming a Parish Councillor, clerk responded with relevant criteria required to become a Parish Councillor by co-option.

13052026/21 Diary Dates – Date of Next Meeting 22nd July 2026 at 7pm.

Meeting closed at 8.30pm

J Peck
Julie Peck
 Clerk & Responsible Finance Officer
 Wentworth Parish Council
 14th May 2026

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David Lee
 Chairman
 Wentworth Parish Council