

WAVERTON PARISH COUNCIL
Minutes of the Annual Parish Council Meeting
held Thursday 18th May, 2023 at 7.30 p.m.

- 1/23 Election of the Charman for the Council Year 2023-24**
Cllr Girvan was duly elected Chair
- 2/23 To receive the Chairmans Declaration of Acceptance of Office**
Cllr Girvan signed the declaration of office
- 3/23 Election of Vice-Chair for the Council Year 2023-24**
Cllr Huntington was duly elected Vice Chair, and signed the declaration of office
- 4/23 In attendance**
Cllrs Girvan, Huntington, Sparks, Graham & Peile
Cllr Lynch
- 5/23 Apologies**
Cllrs Paterson & Dixon
- 6/23 To Approve the minutes of the meeting held on 23rd February, 2023**
The minutes were approved and signed by the Chair – one amendment as Cllr Peile was not in attendance
- 7/23 Declarations of Interests, Members and Officers to give notice of interest on items on the agenda**
None
- 8/23 Dispensations**
None
- 9/23 Exclusion of Press and Public**
None
- 10/23 Public Participation**
10.1 To receive any representations form members of the public - None
10.2 To receive a report from Cllr Lynch of Cumberland Council - Cllr Lynch reported Community Panels are in the process of being set up – similar to the previous area committees. Ability to submit funding applications. Had met with Highways – they are looking to repairing/painting the historical finger posts and welcome photographs and locations from the public to assess. Making enquires about bringing the speed limit through Waverton down to 30mph. Provided update on the strike by waste services
10.5 To receive a report from the Internal Drainage Board – Extension to March 2025 and then will look at establishing a board.
- 11/23 Standing Orders and Financial Regulation**
The documents were reviewed, no amendments are required

12/23 Asset Register

The Asset Register was reviewed – the only addition being the purchased litter bin

13/23 Financial Matters

13.1 Council received and authorised the payment schedule for the year to date

13.2 The financial statement to 31st March was approved.

14/23 Financial Statements & Annual Audit

Before the Accounts and Statements were approved, the RFO reminded Councillors that the accounts should include those of Wigton Cemetery, pro-rata to the Council Tax Base. The deadline for submission is 30th June. Once Wigton Town Council provide the information then Waverton's Accounts (along with Woodside) will need to be restated on submission of the 2023-24 figures.

14.1 To approve and authorise the Chairman and Responsible Financial Officer to sign the certificate of exemption – Approved & Authorised

14.2 To receive the annual internal audit report for 2022-23 – **Received**

14.3 To approve and authorise the Chairman and RFO to sign the Annual Governance Statement - **Approved and Authorised**

14.4 To approve and authorise the Chairman and RFO to sign the Accounting Statements for 2022-23 – **Approved and Authorised**

14.5 To approve and authorise the Chairman and RFO to sign the accounts for the year ending 2022-23 – **Approved and Authorised**

14.6 To note the period of Exercise of Electors Rights and publication on the website - **Noted**

15/23 Insurance – To consider the renewal quote

The insurance renewal quote was accepted

16/23 Code of Conduct

The Code of Conduct for councillors was reviewed and re-adopted

17/23 Risk Assessment

Cllr Girvan had undertaken the annual risk assessment, which was duly considered and approved by councillors

18/23 Archives

The Clerk recommended the following documentation be placed in the County Archives – Minutes from 2018 to date, the Annual Audit returns from 2001 to date (some may be copies) and the annual Insurance certificates - **APPROVED**

19/23 Members Reports

All councillors present completed their Declarations of Interests forms, and signed their acceptance of office

20/23 Clerks Report

- Correspondence from a resident concerning proposed wind turbine- Council agreed they would fully consider upon consultation from the Cumberland Planning department
- No correspondence regarding the Cemetery Precept, with no mention in the public minutes.

Meeting Closed 8.45pm