

DRAFT

Minutes of the Harringworth Parish Council Annual Meeting held on 14th May 2026 at 7.30pm in the Village Hall

Present:

Cllr S McLean (Chair); Cllr F Walsh; Cllr K Dove; Cllr R Wade; Cllr P Gasson
Mrs J Dove (Clerk)

1715. Election of Chair

Cllr S McLean was re-elected as Chair, having been proposed by Cllr P Gasson and seconded by Cllr F Walsh, and signed the Declaration of Acceptance of Office which was witnessed by the Clerk.

1716. Open Session for Parishioners.

No parishioners attended the meeting.

Cllr Simon Fairhall, our new Ward Councillor for the Oundle Ward, sent his apologies

1717. Apologies for absence.

Cllr T Wade and Cllr H Boon sent their apologies for absence.

1718. Election of Vice Chair

Cllr Frank Walsh was elected as Vice Chair, having been proposed by Cllr S McLean and seconded by Cllr R Wade.

1719. Appointment of Officers

The following officers were appointed:

Member responsible for Finance: absence)	Cllr Tom Wade (in his
Internal Auditor:	Mr Bill Waterman
Footpaths Officer:	Cllr Frank Walsh
IT Officer:	Cllr Philippa Gasson
Parish Clerk, Responsible Finance Officer & Burials Officer:	Mrs Joanna Dove

1720. To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

None were received.

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S McLean
Chair
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1721. To consider any dispensation requests and to grant such dispensations as the Clerk may consider necessary.

No such dispensations were necessary.

1722. To resolve that the Minutes of the Meeting of the Parish Council held on 12 March 2026 be signed as an accurate record.

The minutes were accepted as an accurate record and signed by the Chair.

1723. Matters arising

- a. Keep off the Grass Signage:** The Clerk has ordered some sample signs to show the Council to put on Jubilee Green to attempt to stop people parking their cars on the grass
- b. Water Trough update:** Highways said the repairs would be carried out within 26 weeks of the last request which was 16.03.2026. Despite numerous requests since then, there has been no further contact from Highways on this matter.
- c. Speedwatch Update:** Cllr Richard Wade has been investigating the first stage of setting up a Speedwatch in the village. He has indicated that the initial cost will be around £150 to purchase the speed gun and hi vis equipment. He will do some further research before the next meeting.
- d. Cluster Meeting Feedback:** The Clerk attended a Cluster Meeting for Parish Councillors and Clerks at Kings Cliffe Club on April 27th, organised by one of our Ward Councillors, Simon Fairhall. It was a useful meeting to exchange ideas and issues with other Parish Councils and some good contacts were made.

1724. Annual Review of Documents & Procedures

- a. To review & approve:**
 - i. Standing Orders**
 - ii. Financial Regulations**
 - iii. Data Protection Policy**
 - iv. Financial Risk Register**
 - v. Risk Management & Assessment Policy Register**

All documents were unanimously approved by the Councillors and would be redated by the Clerk and uploaded to the village website.

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b. To receive the Annual Accounts & approve AGAR 25/26

The Chair explained the Annual Governance Statement to the Councillors regarding the Parish Council's conformance to the standards required of them. Councillors acknowledged their responsibilities and approved the statements at Section 1. The Chair & Clerk signed the Certificate of Exemption form for AGAR 2025/26.

The financial report for the financial year 2025/26 was presented by the Chair and agreed. The annual reconciliation sheet was noted. The following provisions were approved by the Council:

- i) Provision for the burial ground extension was reduced to £720
- ii) Provision for election expenses remains at £1500.
- iii) General funds stand at £8719

c. To confirm arrangements for insurance cover

The insurance policy with Zurich Insurance will be renewed on 01/06/2026 with the annual premium being held at £304.00

d. To appoint the auditor for FY2026/27

Mr Bill Waterman FCCA has kindly agreed to be reappointed for the 2026/27 financial year. The Councillors offered him their thanks for his meticulous work.

1725. Routine Financial Matters

- a. The following payments were received:
 - Precept Payment £7374
 - Burial Plot £240.00
- b. These pre-approved payments were reviewed:
 - Clerk's Pay £291.65 &
 - HMRC £73.00
 - Parish Online Subs
 - £60.00
 - Bank Service Charge £7.00
 - Yu Energy £39.48
 - Village Hall Hire £100.00
 - PWLB Loan Repayment £299.96
 - T.P. Jones Payroll £80.52
 - UK Treework Ltd £2520
 - Defib Pads £141.60

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- c. The following payments were approved: Zurich Insurance £304.00
- d. The reconciliation sheet was approved by the Cllrs and signed by Cllr S McLean

1726. Correspondence

We have been made aware that a request for funds might have been made at the Appeal's AGM for two benches to be put in the churchyard for visitors to sit on. Although no request was actually made this year, if a request were to proceed in the future it would first need to be approved by the PCC and the Diocese. The location of one or two benches would need to be agreed and the Parish Council would then need to agree to cover the insurance and understand future maintenance provisions. Although this does not require a decision now, after much discussion it was felt that the biggest issue is likely to be a suitable location as this proved problematical when considering a previous request for a memorial bench in the village.

1727. Highway Matters

Cllr Richard Wade reported back on pothole repairs, some of which have been carried out satisfactorily. The main ones in the centre of the village have not been repaired as the team who attended said they would need to close the road and would return at a later date.

1728. Churchyard & Burial Ground Matters

Concerns were raised that the gravestones which had been laid down for safety reasons at the last Headstone Review in April were unsightly and potentially a trip hazard. The Clerk has made some tentative enquiries about have them resealed but it seems the cost would be excessive. It was suggested that they be leaned against the wall, but there were then concerns that they would be separated from their graves. The Chair has a contact in NNC who deals with closed churchyards and will pass their details on the Clerk to make contact on this matter.

1729. Planning Matters

There were no current planning matters to discuss.

There were updates on the following matters:

- The White Swan Pub: following numerous attempts by the Clerk to get updates, a reply was received this week which indicated that the owner had been requested to produce a heritage assessment report which was still outstanding
- Turtle Bridge: following many months of unsightly metal barriers, there is now a start date for the bridge to be repaired of August 24th for 2 weeks.
- The Wakerley Quarry: The Chair distributed an updated quarrying plan from Mick George.

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1730. Determining the time & date for the next 12 months of ordinary meetings including the next annual meeting

July 9th 2026 (this is a change from the original date set of July 16th due to Clerk's holiday)

September 10th 2026

November 12th 2026

January 8th 2027

March 11th 2027

May 13th 2027 (Annual Meeting)

1731. Date of next meeting

The next meeting will be held on Thursday July 9th 2026 at 7.30pm in the Village Hall.

There being no further business the meeting concluded at 9.33pm.

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