

Alderminster Parish Council

Annual meeting of the Parish Council

Monday 11th May 2026
Alderminster Village Hall 8.00 pm

Present: Cllr David Curtis
Cllr Mark Meadows
Cllr John Melville
Cllr Joe Hutchings
Laura Callow (Parish Clerk and Responsible Financial Officer)

Also present: 12 members of the public.

1	Election of Chairman: Cllr David Curtis was unanimously voted to be elected as Chairman of the Parish Council.
2	Apologies: It was RESOLVED to accept apologies from Paul Harrison due to family emergency.
3	Declaration of interests: None to declare.
4	Declaration of acceptance of office: The Chairman signed their Declaration of Acceptance of Office in the presence of the clerk.
5	Minutes of the previous meetings: The minutes of the meeting of the 16 th March 2026 were RESOLVED as an accurate record and were signed by the Chairman.
6	General Power of Competence: it was agreed and RESOLVED that the Parish Council currently DOES meet the criteria for eligibility to exercise the General Power of Competence as defined under s1(1) of the Localism Act 2011.
7	Annual Governance and Accountability Return Part 2: a) The Council received and RESOLVED to approve the internal auditor's report. The Council RESOLVED to approve the Annual Governance Statement which was signed by the Chairman. The Council RESOLVED to approve the Accounting Statements which were signed by the Chairman. The Council certified that it was exempt from submitting an Annual Governance and Accountability Return to the external auditor. It was noted that all the above documents, together with the Notice of Public Rights and publication of unaudited Annual Governance and Accountability Return would be posted on the Parish Council's website by the 3 rd June 2026.

8	<p>Insurance: it was RESOLVED to renew with Zurich Town Insurance at the cost of £300.00 per annum.</p>
9	<p>Grant: it was discussed and RESOLVED to grant £2275 towards the lighting and the clock repairs.</p>
10	<p>Grant: It was discussed and RESOLVED to grant £300.00 to the Village Fete Committee to help support the yearly village fete.</p>
11	<p>Review of all current policies: it was RESOLVED to approve the following policies; Financial Regulations, Standing Orders, Scheme of Delegation, Reserves Policy, Publication Scheme, risk assessment, Grants Policy, Equality & Diversity Policy, Vexatious Policy, I.T Policy and Code of Conduct.</p>
12	<p>Planning applications: none received prior to meeting</p>
13	<p>Accounts for payments and finance matters: The following payments were approved and authorised:</p> <ul style="list-style-type: none"> i) Clerks salary (April) – £** ii) HMRC - £** iii) DCK Payroll (April) - £37.80 iv) WALC (Subscription) - £237.00 v) Laura Callow (reimbursement for office supplies) - £59.70 <p>The supporting documentation was signed by the Chairman.</p>
14	<p>Correspondence: Atlas Tower Group asked if the council were any further forward with discussions, Cllr Curtis will follow up on this and communicate with all other councillors with updates. Councillors have received spam emails. Clerk will notify Parish online to see if they can prevent this.</p>
15	<p>Councillors’ reports and items for future agenda: Asset register, Bins by the layby on blue lane.</p>
16	<p>Dates of forthcoming meetings: The following dates were set for forthcoming meetings:</p> <ul style="list-style-type: none"> 13th July 26 14th September 26 09th November 26 11th January 27 08th March 27 10th May 27 <p>The meeting closed at 8:19pm.</p>
	<p>Signed:</p>