

MINUTES OF THE ANNUAL MEETING OF WADWORTH PARISH COUNCIL HELD ON THURSDAY 15TH MAY 2025

Members present: D Malyan (Chair), T Choppin, D Wright

In attendance: 1x public

4855 APPOINTMENT OF CHAIR AND SIGNING ACCEPTANCE OF OFFICE AS CHAIR

Cllr D Malyan was proposed and seconded for the position of Chair of Wadworth Parish Council for 2024-25 by Cllrs Choppin and Wright. There were no other nominations.

Resolved: Cllr D Malyan elected Chair of Wadworth Parish Council for 2025-26. The Declaration of Acceptance of Office was signed in front of, and witnessed by, the Clerk.

4856 TO RESOLVE TO ALLOW ANY COUNCILLORS NOT PRESENT TO SIGN THEIR DECLARATION OF ACCEPTANCE OF OFFICE AT A LATER DATE

Due to an unavoidable absence it was **resolved** unanimously to allow Cllr Oliver to sign his Declaration of Acceptance of Office at a later date.

4857 APPOINTMENT OF VICE-CHAIR

Resolved: In his absence and with his consent, Cllr P Oliver was elected unopposed to the position of Vice-Chair of Wadworth Parish Council, proposed and seconded by Cllrs Wright and Malyan.

4858 APOLOGIES FOR ABSENCE. Cllr Oliver, DMBC Cllr Greenhalgh– accepted.

4859 TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC AND PRESS ARE TO BE EXCLUDED FROM THE MEETING – Nil

4860 DECLARATIONS OF INTEREST. Nil

4861 TO DISCUSS CASUAL VACANCIES AND CO-OPTION. No applications received so far. Vacancies to be re-advertised and item deferred to the next meeting.

4862 MATTERS RAISED BY MEMBERS OF THE PUBLIC. Nil.

4863 NOMINATIONS TO REPRESENT THE COUNCIL AT THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

Resolved: That Cllr D Wright be nominated as council representative; proposed and seconded by Cllrs Choppin and Malyan

4864 NOMINATIONS FOR EXECUTIVE POSITIONS ON THE BOARD OF THE SOUTH YORKSHIRE BRANCH OF THE YORKSHIRE LOCAL COUNCILS ASSOCIATION

Resolved: That Cllr D Wright be nominated as a member of the Joint Executive Board; proposed and seconded by Cllrs Malyan and Choppin

4865 TO CONSIDER ANY RESOLUTIONS FOR DEBATE AT THE ANNUAL MEETING OF THE YORKSHIRE LOCAL COUNCILS ASSOCIATION. Nil

4866 APPOINTMENT OF REPRESENTATIVE TO THE PARISH COUNCIL JOINT CONSULTATIVE COMMITTEE

Resolved: Cllr D Wright appointed to represent the council on the PCJCC.

4867 APPOINTMENT OF SUBSTITUTE REPRESENTATIVE TO THE PARISH COUNCIL JOINT CONSULTATIVE COMMITTEE

Resolved: Cllr T Choppin appointed to be the substitute representative on the PCJCC.

4868 APPOINTMENT OF REPRESENTATIVE TO THE PUBLIC RIGHTS OF WAY FORUM

Resolved: Cllr D Malyan appointed to be the council's representative on the public rights of way forum.

4869 APPOINTMENT OF REPRESENTATIVE TO WADWORTH VILLAGE HALL COMMITTEE

Resolved: Cllr D Malyan appointed to represent the council on the village hall committee.

4870 APPOINTMENT OF A BIODIVERSITY REPRESENTATIVE

Resolved: Cllr T Choppin appointed as the council's biodiversity representative.

4871 APPOINTMENT OF AN ALLOTMENTS REPRESENTATIVE

Resolved: Cllr P Oliver appointed as the council's allotments representative.

4872 MINUTES OF THE MEETING OF WADWORTH PARISH COUNCIL HELD ON 10TH APRIL 2025 –Approved as a true record.

4873 MATTERS ARISING FROM THE MINUTES

- a. **Item 4847a – Village Hall survey – update.** No significant progress since the last meeting.
- b. **Item 4847b – Village Burial Space – update.** Nothing significant to report. Ongoing.
- c. **Item 4847d – Cricket Safety Nets – update.** Nothing significant to report.

4874 WARD MEMBER UPDATE. Nothing significant to report.

4875 TO CONSIDER PLANNING APPLICATIONS RECEIVED BY DONCASTER BOROUGH COUNCIL SINCE THE LAST MEETING OF THE PARISH COUNCIL: Nil

4876 CORRESPONDENCE AND REPORTS

- a. **Log of Outstanding Issues.** The council had received the Land Registry and insurance documents relating to the registration of the car park next to village hall in the council's name. This item was now considered closed.
- b. **Social media report.** Nothing significant to report.
- c. **Allotments report.** All outstanding rent payments and tenancy agreements had now been received.
- d. **Community speedwatch report.** Nothing significant to report.
- e. **Biodiversity Report.** Although only elected earlier in the meeting, Cllr Choppin updated members on the biodiversity of the allotment site.
- f. **To adopt an updated Councillor Code of Conduct.** Members reviewed the template Code of Conduct as adopted by DMBC and **resolved** to adopt as this council's code of conduct.
- g. **To discuss rubbish on Carr Lane.** Cllr Choppin wished to make members aware he had reported littering of drug paraphernalia on both Carr Lane and Daw lane to DMBC but these areas had yet to be cleaned satisfactorily.

4877 FINANCIAL MATTERS

a. Accounts for Payment:

Resolved: that the following accounts are approved and passed for payment including late received invoices from P Harrison and D Malyan:

PAYEE	Chq No	Reason	INV NO	NET	VAT	TOTAL
Staff	BACS	Salary – Apr 25	-	325.02	-	325.02
		Expenses: Mileage (77@45p) Monthly printer fee Work at Home allowance Consumables <u>TOTAL EXPENSES</u> <u>TOTAL</u>	-	34.65 0.00 27.00 5.83 <u>67.48</u>	- 1.17 <u>1.17</u>	34.65 0.00 27.00 7.00 <u>68.65</u> <u>393.67</u>
HMRC	BACS	PAYE – Apr 25	-	81.20	-	81.20
YLCA	BACS	Annual subs		470.00	-	470.00
DMBC	BACS	Q4 grounds maintenance		39.00	7.80	46.80
YLCA	BACS	Training day		70.00	-	70.00
P Harrison	BACS	Internal audit fee		82.50	-	82.50
D Malyan	BACS	Various invoices to support the VE Day commemoration event		373.45	-	373.45
INCOME RECEIVED						
Fees recovery	BACS	April		25.00	-	25.00
Various	BACS	Allotment rent fees		199.50	-	199.50
DMBC	BACS	Precept		11,000.00	-	11,000.00
HMRC	BACS	VAT reclaim		2865.76	-	2865.76

- b. **To approve a bank reconciliation to end April 2025.** The bank reconciliation had been circulated to members. **Resolved:** that the bank reconciliation was noted.
- c. **To receive a report from the independent internal auditor.** The Internal Auditor reported that the accounts were well maintained and the only matter

raised was to ensure that interest received from investments was included in the cash book. Members noted and accepted the report.

d. To approve the accounts and Annual Return for 2024/25

The Clerk presented the accounts for 2024-25 which showed a year-on-year bank balance decrease of approx. £2.3k, mainly due to unplanned maintenance work to the Village Hall. Members approved the accounts. Members were then asked to approve, on the basis of the accounts presented, the information be used as the basis for the completion of the Annual Governance and Accountability Return for 2024-25 (Section 1 – Annual Governance Statement (page 4), and Section 2 - Accounting Statements (page 5) and that both the Chair and Clerk be authorised to sign the return on behalf of the Council prior to submission.

Resolved: that Wadworth Parish Council approve Section 1 Annual Governance Statement 2024-25 for Wadworth Parish Council on page 4 of the Annual Governance and Accountability Return 2024-25.

Resolved: that Wadworth Parish Council approve Section 2 Accounting Statements 2024-25 for Wadworth Parish Council on page 5 of the Annual Governance and Accountability Return 2024-25.

The Annual Governance and Accountability Return 2024-25 was signed by the Chair and Clerk and would be published on the council's website along with all other required documents.

e. To appoint an internal auditor for 2025/26. Pam Harrison was nominated to continue in the role of internal auditor. **Resolved – the Clerk was to approach Pam Harrison to appoint as internal auditor for 2025-26.**

f. To discuss adopting the General Power of Competence. Unfortunately, due to less than two-thirds of members standing for re-election this time, the council did not meet the criteria to adopt the General Power of Competence despite qualifying in all other respects.

g. To agree the council's bank signatories. The council's bank mandate required updating and it was **resolved** that the Clerk plus Cllrs Malyan and Wright should be the authorised signatories on the council's bank accounts.

4878 TO EXCLUDE THE PUBLIC AND THE PRESS FROM THE FOLLOWING ITEMS OF BUSINESS. Nil

4879 ITEMS FOR NEXT AGENDA – nil.

4880 DATE OF NEXT MEETING

Resolved: that the next meeting of the Parish Council is held on **Thursday 12th June 2025**, commencing at 7.00pm.

Approved as a true record

Chair:

Dated: