

WARK PARISH COUNCIL

Chairman: Mr Edward Jeffrey **Contact:** clerk.wark@gmail.com

Meeting to be held 11th November 2025 at 7pm in Wark Town Hall

AGENDA

- 1. Welcome, declare the meeting is being recorded for the purpose of the minutes**
- 2. Apologies for Absence**
- 3. Notification of Other Business**
- 4. Declarations of Conflicts of Interest**
- 5. Approval of Minutes**
- 6. Report from County Councillor Antonia Azocar-Neven.**
- 7. Public and Police participation (10 mins maximum)**
- 8. Matters Arising**
 - 8.1 Action up date from previous meetings
 - 8.2 NALC website and gov.uk email
 - 8.3 Planning applications
 - 8.4 Community Governance Review (CGR) 2025
 - 8.5 Internal Audit, 2025-2026
 - 8.6 MOP request for memorial seating
 - 8.7 Parking from the Drs down to the school
- 9. Financial Matters**
 - 9.1 Wark PC Financial Forecast meeting – 13th October 2025

9.2 Accounts and Approve Payment Schedule – To be circulated at meeting.

9.3 Accounts and Cash Flow Forecast - To be circulated at meeting.

9.4 Precept forms for 2026-2027

10. Reports from Representatives to Other Bodies (Wark Town Hall, Stonehaugh Community Hall and Giles Heron Trust)

11. Highway Matters

12. Other Business – Not for Decision

13. Items for Discussion at Future Meetings

14. Dates for Next Meeting

Chris Reid

Clerk to Wark Parish Council

8.1 Action up date from previous meetings

8.2 NALC website and gov.uk email – NALC website is paid 2025-2026

NALC website is changing and going over to Hugo Fox, March 2026, if you choose to go with them cost is getting covered for the first year. Email with Hugo Fox is £2.49 + vat per email per month. Each councillor needs own email plus the clerk. 10 x emails £17.49 + vat. Resent email to all

8.3 Planning applications – solar panels for Wark town hall

Discharge of condition 7, external lighting, sent email to all

8.4 Questionnaire that needs to be completed and returned before 30/11/2025. email was shared

8.5 Susan Saunders agreed to be the internal auditor 2025-2026 papers to sign

8.6 MOP sent letter informing them that the land belongs to Forestry England, PC happy to have

the seat situated near stargazing pavilion. MOP happy with stargazing area, they sent through suggestions for seat in email, shared email with everyone. What are the next steps

9.1 Wark PC Financial Forecast meeting. Highlighted in yellow are actions that need agreed

Head Lines

2025/26 Financial Year Amount remaining is forecast to be £325.09

2025/26 Financial Year No allowance made for any Donations in 2025/26

2025/26 Financial Year from the remaining amount a donation of £100 to the Snr Citizens xmas meal

No allowance for repairs to Star Gazing roof assumes if work required obtain grant-

No allowance for work to star gazing floor

2026/2027 Financial Year Amount remaining is forecast to be £1210.18

2026/2027 Financial Year Precept to increase by 15% to cover expected costs

No allowance for asset replacement or maintenance do we include a figure for 2026/27?

No allowances for any purchases or events not detailed on sheet

Actions for Chris

1. Agenda Item for every meeting to include update report on forecast and remaining cash.
2. Line 53 NALC website costs need investigating if still required and date due or if cost is included in line 60 for the email addresses?
3. Line 25 Audit costs need to confirm if Susan Sanders is available to undertake audit and at what cost susan@scotchcoulthard.co.uk
4. Line 59 Sean awaiting quote from Wark Forest Landscapes, chase Sean prior to meeting that he has received info.
5. Line 61 Chris can you check Clerks emails from Wark Forest Landscapes they sent a email with three years of costs for tree work at Stonehaugh we think in early 2024. The current figure may need to increase to £3000 for 2026/26 and not the £2000 in the forecast.
6. Line 23 Check with accountants if will firm up price and date for payment as payment may fall into 2026/2027 financial year.
7. Line 30 Insurance need to start looking at alternatives Susan mentioned in her audit discussion the use of Zurich which may be cheaper along with longer periods of cover.

9.4 Precept forms have been received, need to be returned by Friday 23rd January 2026