

WESTWARD PARISH COUNCIL

Clerk: Mrs Julia Webster, North View, Plasketts Lane, Wigton CA7 9ES
Telephone: 07796123425 e-mail: clerk@westward-pc.gov.uk

Dear Councillor

You are summoned to attend the Annual Parish Council Meeting on Monday, 18th May, 2026 at Rosley Village Hall which will follow the Annual Parish Meeting which commences at 6.30 pm

Yours faithfully

Julia Webster

Julia Webster
Clerk

AGENDA

1. **Election of the Chairman for Council Year 2026/27**
2. **To receive the Chairman's Declaration of Acceptance of Office.**
3. **To appoint a Vice Chairman for Council Year 2026/27**
4. **To receive the Vice Chairman's Declaration of Acceptance of Office**
5. **Apologies**
To receive apologies and to note the reasons for absence.
6. **Minutes**
To consider the approval of the minutes held on 16th February, 2026 (attached)
7. **Declarations of Interest**
8. **Requests for Dispensations**
The clerk to report any requests since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.
9. **Public Participation**
 - 9.1 To receive comments and representations from members of the public
 - 9.2 To receive a report from the Cumberland Council member
10. **Financial Regulations/Standing Orders**
To review the financial regulations and Standing Orders

11. Asset Register

To review and approve the Asset Register (attached)

12. Code of Conduct

To review the Code of Conduct (attached)

13. Risk Register

To review and approve the Risk Register (attached)

14 Financial Matters

14.1 To receive and authorise payments for 2025/26 (to follow)

14.2 To receive the financial statement to 31st March 2026 (attached)

14.2 To consider and review the Insurance proposal for the coming year

15. Internal Audit 2025/26

To receive the Council's Internal auditor's report (to follow)

To review the effectiveness of Internal Audit control and consider the reappointment of Mrs Jean Airey as Internal Auditor for 2026/27 (See attached)

16. Financial Statements and Annual Audit

16.1 To approve and authorise the Chairman and RFO to sign the certificate of exemption.

16.2 To receive the annual internal audit report for 2025/26 (to follow)

16.3 To approve & authorise the Chairman & the Responsible Financial Officer to sign the Annual Governance Statement 2025/26

16.4 To approve & authorise the Chairman and the Responsible Financial Officer to sign the Accounting Statements 2025/26 of the Annual Return.

16.5 To approve & authorise the Chairman and Responsible Financial Officer to sign the accounts for the year ending 31st March 2026.

16.6 To note the Period of Exercise of Electors Rights & Publication on the

19 Members Reports

Councillors to report on their actions, information, or concerns regarding Parish Council Business

20 Clerks Report

To receive the Clerks Report

21 Council Meetings

To set the times and dates of Council Meetings to May 2027