



# Locking Parish Council

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📍 The Parish Hall, Grenville Avenue,  
Locking, North Somerset BS24 8AR

Members of the Public and Press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 section 1 extended by Local Government Act 1972 section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose and **providing that prior notice has been given to the Parish Clerk by 12noon on the Tuesday preceding the meeting.**

To: All members of Locking Parish Council:

Dear Councillors

You are summoned to an **Extra-Ordinary Meeting of Locking Parish Council, to be held in the Nurse Thomas Suite at Locking Parish Hall, Grenville Avenue, Locking on 19 June 2025** commencing at **7:00pm** when the following business will be transacted.

*Dawn Tremlett*

Mrs Dawn Tremlett  
Parish Council Clerk  
11 June 2025

## **PUBLIC PARTICIPATION**

**To receive and hear any person who wishes to address the Council, upon prior notice being received** (*The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 3 minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion).*)

## **AGENDA**

### **MATTERS FOR DECISION**

- 1) **To receive Apologies for absence and to approve reasons where appropriate.**
- 2) **To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.**
- 3) **Renewal of the Parish Councils Insurance Policy with Gallagher: Policy: AJG Community Scheme. Insurer: Hiscox Insurance Company Ltd.**  
To ratify the decision made by the Executive Committee at its meeting on 22 May 2025 where it was **AGREED** that Fraud and Dishonesty be increased from £150,000 to £166,000 (The end of year balance plus half the Precept). Cllr Tremlett proposed, Cllr Prosser seconded and unanimously **AGREED** that the cover be increased as recommended and that the Annual Premium of £4178.47 be accepted. It was noted that there may be a slight increase to the Premium.
- 4) **Finances: To receive and approve the following**
  - a) Annual Governance and Accountability Return 2024/2025 Part 3, p3 – Annual Internal Audit Report 2024/2025 has been completed and the end of year report and financial risk assessment is presented to council for acceptance.
  - b) The Statement of Accounts for 2024/2025 financial year, prepared on a receipt and payments basis are presented to council for approval.
  - c) To receive and sign Annual Accounts Section 1 2024/2025, Box 1 – 8 of the Annual Governance Statement is recommended for completion as 'yes' and with box 9 completed as N/A

- d) To receive and sign Annual Accounts Section 2 (Accounting statements 2024/25)
- e) Annual Governance and Accountability Return 2024/2025 Conflict of Interest with BDO LLP to be completed and returned to BDO LLP
- f) Conflict of Interest with Bridget Bowen Internal Auditor to be completed and returned to BDO LLP
- g) To note the date for Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return – Accounts for the year ended 31 March 2025.
- h) To review the Assets Register for 2024/25
- i) To receive and approve payment for the Internal Audit completed by Bridget Bowen.

**The next meeting of Locking Parish Council 3<sup>th</sup> July 2025.**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.*