



# Locking Parish Council

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

## Minutes of the Meeting of Locking Parish Council held on Thursday 19 June 2025 at 7.00 pm Nurse Thomas Suite at Locking Parish Hall

Meeting opened: 7.00pm

Meeting closed: 7.06pm

**Present:** Councillors: P Jones (Chairman), M Tremlett (Vice Chairman), P Huish, P Schofield, I Hilder,  
T Sizer, W Ashdown (arrived 7.05pm)

**Also, in attendance:** The Clerk

### 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). **None Received**

### AGENDA

### MATTERS FOR DECISION

#### 51) To receive Apologies for absence and to approve reasons where appropriate:

Cllr Lacey: Approved  
Cllr ap Rees: Approved  
Cllr Prosser: Approved  
Cllr Poyntor: Approved

#### 52) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations. **None Received.**

#### 53) 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).

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.

#### 54) Finances:

- 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.  
**RESOLVED** to accept the Internal Auditors report.
- The Statement of Accounts for 2024/2025 financial year, prepared on a receipt and payments basis are presented to council for approval.  
**RESOLVED** to approve the Statement of Accounts for 2024/2025
- To receive and sign Annual Accounts Section 1 2024/2025, Box 1 – 8 of the Annual Governance

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Statement is recommended for completion as 'yes' and with box 9 completed as N/A.

**RESOLVED** that the Annual Governance Statement be completed and approved and duly signed by the Chairman and Clerk/RFO.

- d) To receive and sign Annual Accounts Section 2 (Accounting statements 2024/2025).

**RESOLVED** that the Annual Governance Statement be approved and duly signed by the Chairman and Clerk/RFO.

- e) Annual Governance and Accountability Return 2024/2025 Conflict of Interest with BDO LLP to be completed and returned to BDO LLP.

Members present confirmed that they did not have a conflict of interest with BDO LLP therefore it was **RESOLVED** that the Chairman and the Clerk sign and return the form.

- f) Conflict of Interest with Bridget Bowen Internal Auditor to be completed and returned to BDO LLP  
Members present confirmed that they did not have a conflict of interest with Bridget Bowen Internal Auditor therefore it was **RESOLVED** that the Chairman and the Clerk sign and return the form.

- 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. Duly **NOTED**

- h) To review the Assets Register for 2024/2025. Assets Register reviewed and **NOTED**

- i) To receive and approve Invoice for the Internal Audit – Bridget C Bowen £550.00. Payment **AGREED**.

There being no further business the meeting Chairman closed the meeting at 7.06pm.

Signed (Chairman).....Date.....3/7/24

#### The next meeting of Locking Parish Council 3rd July 2024

*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.*