# ANNUAL MEETING

## Minutes and Action Points

Rushden & Wallington Parish Council

**Date / Time:** Thursday 7th May 2026, 8.00pm

**Location:** Wallington Village Hall

**Councillors Present:** Sue Lewis (SL) – New Chair, Kate Heath (KH) – Ex-Chair, Jenny Barlow (JB), Steve Pettyfer (SP),

**In attendance:** Mark SG Hopley (MSGH) - Clerk, Michelle Hopley (MH) – Clerk, Tracy Westgate (NHDC Community Partnership Officer) & 2 members of the public via Zoom

| Item | Description | Status / Action |
|---|---|---|
| | **It should be noted that this was the first Parish Council meeting where Zoom was trialled. The result appeared to be a success so where meetings are held in Wallington Village Hall, which has a fast internet connection, we will endeavor to publicise and hold meetings via Zoom for access by members of the public.** | |
| 26/001 | **To Elect Chair for 2025-26**<br>• Sue Lewis was proposed by MSGH and seconded by KH as Chair for 2026/27 - Carried unanimously.<br>• SL signed the Declaration of Acceptance Form which was witnessed by the Proper Officer, MSGH.<br>• Thanks were given to KH for being Chair for the last year. | |
| 26/002 | **To receive and accept apologies for absence**<br>- Graham Lamb was absent but no apology was received in advance.<br>- Steve Jarvis sent his apologies. | |
| 26/003 | **Declarations of interest and dispensations**<br>**a) To receive declarations of interest from councillors on items on the agenda**<br>- None.<br>**b) To receive written requests for dispensations for declarable interests**<br>- None.<br>**c) To grant any requests for dispensation as appropriate**<br>- NA | |
| 26/004 | **To Confirm Responsible Financial Officer (RFO)**<br>- Mark Hopley was proposed as RFO and seconded by SL. | |
| 26/005 | **To Consider the Financial Reports for the Year Ending 31 March 2026**<br>- Financial Reports were distributed in advance of the meeting to the Parish Councillors.<br>- Financial Reports were *unanimously accepted*.<br>- Financial reports going back to 2018-19 can be found on the Parish Council website www.rushdenandwallington-pc.gov.uk<br>- It was agreed to reduce the balance on our dormant Barclays account to £1 and transfer the balance of £499 to our Lloyds account. | MH |
| 26/006 | **To Consider / Approve the Annual Governance Statement (Annual Governance and Accountability Return (AGAR) 25-26 Form 2 - Page 5)**<br>- AGAR distributed in advance of meeting to Councillors.<br>- Resolved to approve the Annual Governance Statement. *Unanimously accepted*.<br>- SL (Chair) and MSGH (Clerk) signed AGAR Page 5. | |
| 26/007 | **To Consider / Approve the Accounting Statements (Annual Governance and** | |

| Item | Description | Status / Action |
|---|---|---|
| | **Accountability Return (AGAR) 25/26 Form 2 - Page 6)**<br>- Resolved to approve the Accounting Statements. *Unanimously accepted*.<br>- SL (Chair) and MSGH (RFO) signed AGAR Page 6. | |
| 26/008 | **To Consider / Approve the Internal Audit Report (Annual Governance and Accountability Return (AGAR) 25/26 Form 2 - Page 4)**<br>- Signed Internal Audit Report distributed in advance of meeting to Parish Councillors.<br>- The Internal Audit was carried out by Andy Nunn. Thanks to Andy for agreeing to do this once again.<br>- Resolved to approve the signed Internal Audit Report. *Unanimously accepted*. | |
| 26/009 | **Formal Declaration that Rushden and Wallington Parish Council are an exempt authority (Annual Governance and Accountability Return (AGAR) 25/26 Form 2 - Page 3)**<br>- *Unanimously accepted* that R&WPC are an exempt authority.<br>- *SL (Chair)* and MSGH (RFO) signed AGAR Page 3 | |
| 26/010 | **Review of standing orders, regulations and policies**<br>**1. Standing orders**<br>**a.** Addition and adoption of the new IT and Data Protection Policy as approved at the January PC meeting.<br>**2. Finance Regulations**<br>a. Update in relation to security around electronic banking, passcodes and security.<br>b. Update around the process for bank transfers between the Lloyds current account and the Lloyds savings / reserves account. The only other account that monies in the Lloyds savings / reserves account can be transferred to is the Lloyds current account so the RFO has authority to transfer funds between these two accounts but dual authority is still required for payments outside of the Lloyds accounts. This process is designed to maximise the amount of money on which we can earn interest.<br>c. General expenditure levels have been increased by £50 each to account for price rises in recent years.<br>d. Emergency expenditure levels have also been increased by £50 as has matched funding levels.<br>3. **Risk Register** – MSGH will include risks to the Parish Council in relation to the newly adopted IT and data protection policy and compliance risk around GDPR.<br><br>*All others were unanimously accepted*. | MSGH |
| 26/011 | **Confirm date of next Annual meeting and any items to be included on that agenda**<br>- Thursday 13th May 2027. | |
| | The Chair closed the meeting at 8.25pm. | |

## RUSHDEN AND WALLINGTON PARISH COUNCIL

## DECLARATION OF ACCEPTANCE OF OFFICE

I (1) Sue Lewis having been elected to the office of (2) Chair of (3) Rushden and Wallington Parish Council and declare that I take that office upon myself and will duly and faithfully fulfil the duties

of it according to the best of my judgement and ability

Signed ______________________

Name SUSAN LEWIS

Date 7th May 2026

This declaration was made and signed before me,

Signed ______________________

Name MARK HOPLEY

Date 7th May 2026

Proper Officer of the Council (4)

(1) Insert the name of the person making the declaration.
(2) Insert "member" or "Mayor" as appropriate.
(3) Insert the name of the authority of which the person making the declaration is a member or mayor
(4 Where the declaration is made before another person authorised by section 83(3) of the Local Government Act 1972, state instead the capacity in which that person takes the declaration (a).
(a) Under section 83(3) of the Local Government Act 1972, a declaration for members or elected mayors of a county district or London borough council shall be made before two members of the council its elected mayor its proper officer a justice of the peace or magistrate in the United Kingdom, the Channel Isles or the Isle of Man or a commissioner appointed to administer oaths in the Supreme Court. A declaration for members of parish councils shall be made before a member or the proper officer of the council.

**Rushden and Wallington Parish Council Financial Statements - 1/4/2025 - 31/3/2026**

**Reserves - Income and Expenditure for the year**

| | 2023-24 | 2024-25 | 2025-26 |
|---|---|---|---|
| Opening Cash Balance b/f | £11,224.22 | £10,728.29 | £10,653.01 |
| Income (Precept & Grant) | £4,850.00 | £4,850.00 | £4,500.00 |
| Other Income | £367.72 | £286.91 | £165.54 |
| **Total Annual Income** | **£5,217.72** | **£5,136.91** | **£4,665.54** |
| Wallington Neighbourhood Plan Grant | £4,270.00 | £397.84 | |
| **Total Income** | **£9,487.72** | **£5,534.75** | **£4,665.54** |
| Staff Costs | (£600.00) | (£600.00) | (£600.00) |
| Other Expenditure | (£3,162.60) | (£3,589.24) | (£2,399.72) |
| **Total Annual Costs** | **(£3,762.60)** | **(£4,189.24)** | **(£2,999.72)** |
| Wallington Neighbourhood Plan Costs | (£6,221.05) | (£1,420.79) | |
| **Total Costs** | **(£9,983.65)** | **(£5,610.03)** | **(£2,999.72)** |
| Closing Cash Balance Balance c/f | **£10,728.29** | **£10,653.01** | **£12,318.83** |
| Cash Inflow / (Outflow) in the Year | (£495.93) | (£75.28) | £1,665.82 |
| Check | OK | OK | OK |
| **Asset Register** | | | |
| Fixed Assets | £4,040.00 | £4,041.00 | £4,041.00 |

**Income and Expenditure Splitting Out Respective Villages  Balance carried forward to 2025-26**

| | TOTAL | RUSHDEN | WALLINGTON |
|---|---|---|---|
| **PC Income** | 4,665.54 | 3,097.35 | 1,568.19 |
| **PC Costs** | (2,999.72) | (2,283.51) | (716.22) |
| **Under / (Over) Spend** | **1,665.82** | **813.85** | **851.97** |

*Check* *OK*
*Check* *OK*

**Reconcile Total Under / (Over) Spend to Budget to Non Budgeted Spend**

| | | TOTAL |
|---|---|---|
| **Total Inflow / (Outflow) - From above** | | **1,665.82** |
| **Total Under / (Over) Spend Vs Budget** | | **1,538.53** |
| **Difference** | | **127.29** |
| **Explained by Non Budgeted Items** | | |
| VAT Refund - RWPC | 87.50 | |
| Bank Charges | (38.25) | |
| Bank Interest received | 78.04 | |
| | | **127.29** |

## RUSHDEN & WALLINGTON PARISH COUNCIL ACCOUNTS FOR 2025-26

## Year-on-Year Comparison 2025-26 Vs 2024-25 (Split by Parish)

| TOTAL PARISH | 2023-24 Total | 2024-25 Total | 2025-26 Total | Y-on-Y Variance | Reason for Movement in 2024-25 |
|---|---|---|---|---|---|
| **INCOME** | | | | | |
| Precept | 4,850.00 | 4,850.00 | 4,500.00 | (350.00) | Our precept request was reduced back down to pre high inflationary levels at £4,500 |
| Interest & bank charges | 52.31 | 155.59 | 78.04 | (77.55) | Lower Interest rates and newly Introduced Bank charges in the year of £38.25 |
| Other | 315.41 | 131.32 | 87.50 | (43.82) | Different annual VAT recovery levels depending upon what works are VAT applicable in any one year |
| Wallington Neighbourhood Plan | 4,270.00 | 397.84 | 0.00 | (397.84) | No WNP Acticity in 2025-26 as WNP was completed in 2023-24 and WNP final VAT Reclaim in 2024-25 from 2023-24 WNP Spend |
| **TOTAL INCOME** | **9,487.72** | **5,534.75** | **4,665.54** | **(869.21)** | No WNP Grant in 2024-25 as WNP was completed in 2023-24 |
| **COSTS** | | | | | |
| Staff | (600.00) | (600.00) | (600.00) | 0.00 | |
| Insurance | (738.88) | (741.25) | (734.95) | 6.30 | |
| Maintenance | (1,976.94) | (2,272.37) | (1,040.00) | 1,232.37 | No Wallington Tree work in 2025-26 compared to 2024-25 and there were less grass cuts in 2025-26 than the PYR. |
| Subscriptions | (280.79) | (378.70) | (455.25) | (76.55) | Current Run rate for IT / Website support now that the PC is 100% online and updated to the .Gov.UK website domain and emails. |
| Other | (165.99) | (196.92) | (169.52) | 27.40 | |
| Wallington Neighbourhood Plan | (6,221.05) | (1,420.79) | 0.00 | 1,420.79 | No WNP costs or repayments in 2025-26 as the WNP was completed in 2023-24 and the 2024-25 costs represent the repayment of the unutilsed 2023-24 WNP grant |
| **TOTAL COSTS** | **(9,983.65)** | **(5,610.03)** | **(2,999.72)** | **2,610.31** | |
| **Surplus / (Deficit)** | **(495.93)** | **(75.28)** | **1,665.82** | **1,741.10** | |
| | OK | OK | OK | | |

| RUSHDEN | 2023-24 Rushden | 2024-25 Rushden | 2025-26 Rushden | Y-on-Y Variance | Reason for Movement in 2024-25 |
|---|---|---|---|---|---|
| **INCOME** | | | | | |
| Precept | 3,233.33 | 3,233.33 | 3,000.00 | (233.33) | Our precept request was reduced back down to pre high inflationary levels at £4,500 |
| Interest & bank charges | 26.16 | 77.80 | 39.02 | (38.78) | Lower Interest rates and newly Introduced Bank charges in the year of £38.25 |
| Other | 227.19 | 87.88 | 58.33 | (29.55) | Different annual VAT recovery levels depending upon what works are VAT applicable in any one year |
| **TOTAL INCOME** | **3,486.68** | **3,399.01** | **3,097.35** | **(301.66)** | |
| **COSTS** | | | | | |
| Staff | (400.00) | (400.00) | (400.00) | 0.00 | |
| Insurance | (428.49) | (433.37) | (433.37) | 0.00 | |
| Maintenance | (1,449.63) | (1,459.91) | (1,040.00) | 419.91 | There were less grass cuts in 2025-26 than the PYR. |
| Subscriptions | (187.19) | (252.47) | (303.50) | (51.03) | Current Run rate for IT / Website support now that the PC is 100% online and updated to the .Gov.UK website domain and emails. |
| Other | (125.99) | (131.28) | (106.64) | 24.64 | |
| **TOTAL COSTS** | **(2,591.30)** | **(2,677.03)** | **(2,283.51)** | **393.52** | |
| **Surplus / (Deficit)** | **895.38** | **721.98** | **813.85** | **91.87** | |
| | OK | OK | OK | | |

| WALLINGTON | 2023-24 Wallington | 2024-25 Wallington | 2025-26 Wallington | Y-on-Y Variance | Reason for Movement in 2024-25 |
|---|---|---|---|---|---|
| **INCOME** | | | | | |
| Precept | 1,616.67 | 1,616.67 | 1,500.00 | (116.67) | Our precept request was reduced back down to pre high inflationary levels at £4,500 |
| Interest & bank charges | 26.16 | 77.80 | 39.02 | (38.78) | Lower Interest rates and newly Introduced Bank charges in the year of £38.25 |
| Other | 88.22 | 43.44 | 29.17 | (14.27) | VAT Recovery levels |
| Wallington Neighbourhood Plan | 4,270.00 | 397.84 | 0.00 | (397.84) | No WNP Acticity in 2025-26 as WNP was completed in 2023-24 and WNP final VAT Reclaim in 2024-25 from 2023-24 WNP Spend |
| **TOTAL INCOME** | **6,001.04** | **2,135.74** | **1,568.19** | **(567.56)** | Lower WNP Grant Income |
| **COSTS** | | | | | |
| Staff | (200.00) | (200.00) | (200.00) | 0.00 | |
| Insurance | (310.39) | (307.88) | (301.58) | 6.30 | |
| Maintenance | (527.31) | (812.46) | 0.00 | 812.46 | No Wallington Tree work in 2025-26 compared to 2024-25. |
| Subscriptions | (93.60) | (126.23) | (151.75) | (25.52) | Current Run rate for IT / Website support now that the PC is 100% online and updated to the .Gov.UK website domain and emails. |
| Other | (40.00) | (65.64) | (62.88) | 2.76 | |
| Wallington Neighbourhood Plan | (6,221.05) | (1,420.79) | 0.00 | 1,420.79 | No WNP costs or repayments in 2025-26 as the WNP was completed in 2023-24 and the 2024-25 costs represent the repayment of the unutilsed 2023-24 WNP grant |
| **TOTAL COSTS** | **(7,392.35)** | **(2,933.00)** | **(716.22)** | **2,216.79** | Lower WNP costs & less tree work |
| **Surplus / (Deficit)** | **(1,391.31)** | **(797.26)** | **851.97** | **1,649.23** | Final Year of WNP & deferred tree work |
| | OK | OK | OK | OK | |

## RUSHDEN & WALLINGTON PARISH COUNCIL ACCOUNTS FOR 2025-26

### Cash Book / Bank Recor 1/4/2025 - 31/3/2026

| Bank Date | Barclays / Lloyds Savings Account | Cumulative Total | Barclays / Lloyds Current Account | Cumulative Total | Running Total of Combined Acc's | Description |
|---|---|---|---|---|---|---|
| **2025-26** | **£9,652.96** | **9,652.96** | **1,000.05** | **1,000.05** | **10,653.01** | |
| 09/04/2025 | 8.17 | 9,661.13 | | | 10,661.18 | Interest on Lloyds Savings Account |
| 10/04/2025 | | | 2,250.00 | 3,250.05 | 12,911.18 | Precept 2025-26 - Payment 1 of 2 |
| 10/04/2025 | 2,250.00 | 11,911.13 | (2,250.00) | 1,000.05 | 12,911.18 | Tfr to Savings a/c |
| 28/04/2025 | (276.26) | 11,634.87 | 276.26 | 1,276.31 | 12,911.18 | Tfr from Savings a/c |
| 28/04/2025 | (214.00) | 11,420.87 | 214.00 | 1,490.31 | 12,911.18 | Tfr from Savings a/c |
| 01/05/2025 | | | (276.26) | 1,214.05 | 12,634.92 | Annual Subscription to HAPTC 2025-26 |
| 01/05/2025 | | | (214.00) | 1,000.05 | 12,420.92 | Parish Council Insurance (Zurich) 2025-26 |
| 06/05/2025 | | | 87.50 | 1,087.55 | 12,508.42 | VAT Refund for PC from April 2024 - March 2025 |
| 06/05/2025 | 87.50 | 11,508.37 | (87.50) | 1,000.05 | 12,508.42 | Tfr to Savings a/c |
| 06/05/2025 | (195.00) | 11,313.37 | 195.00 | 1,195.05 | 12,508.42 | Tfr from Savings a/c |
| 06/05/2025 | | | (195.00) | 1,000.05 | 12,313.42 | Rushden Churchyard Maintenance - Cuts 1, 2 & 3 w/e 4.4, 17.4 & 29.4 |
| 09/05/2025 | 8.02 | 11,321.39 | | | 12,321.44 | Interest on Lloyds Savings Reserves Account |
| 09/06/2025 | (130.00) | 11,191.39 | 130.00 | 1,130.05 | 12,321.44 | Tfr from Savings a/c |
| 26/06/2025 | | | (130.00) | 1,000.05 | 12,191.44 | Rushden Churchyard Maintenance - Cuts 4 & 5 w/e 15.5 & 29.5 |
| 09/06/2025 | 7.53 | 11,198.92 | | | 12,198.97 | Interest on Lloyds Savings Reserves Account |
| 03/07/2025 | (130.00) | 11,068.92 | 130.00 | 1,130.05 | 12,198.97 | Tfr from Savings a/c |
| 08/07/2025 | | | (130.00) | 1,000.05 | 12,068.97 | Rushden Churchyard Maintenance - Cuts 6 & 7 w/e 12.6 & 26.6 |
| 09/07/2025 | 6.43 | 11,075.35 | | | 12,075.40 | Interest on Lloyds Savings Reserves Account |
| 21/07/2025 | | | (4.25) | 995.80 | 12,071.15 | Bank Charges - May 2025 (1st Charge) |
| 22/07/2025 | (4.25) | 11,071.10 | 4.25 | 1,000.05 | 12,071.15 | Tfr from Savings a/c - May 2025 Bank Charges |
| 11/08/2025 | 7.01 | 11,078.11 | | | 12,078.16 | Interest on Lloyds Savings Reserves Account |
| 19/08/2025 | | | (4.25) | 995.80 | 12,073.91 | Bank Charges - June 2025 (2nd Charge) |
| 03/09/2025 | (4.25) | 11,073.86 | 4.25 | 1,000.05 | 12,073.91 | Tfr from Savings a/c - June 2025 Bank Charges |
| 09/09/2025 | 6.13 | 11,079.99 | | | 12,080.04 | Interest on Lloyds Savings Account |
| 11/09/2025 | | | 2,250.00 | 3,250.05 | 14,330.04 | Precept 2025-26 - Payment 2 of 2 |
| 16/09/2025 | 1,990.00 | 13,069.99 | (1,990.00) | 1,260.05 | 14,330.04 | Tfr of Precept Less CGS Invoice (£2,250 - £260) to Savings a/c |
| 19/09/2025 | | | (4.25) | 1,255.80 | 14,325.79 | Bank Charges - July 2025 (3rd Charge) |
| 30/09/2025 | | | (47.00) | 1,208.80 | 14,278.79 | Direct Debit to the Information Commissioner's Office (ICO) - GDPR for 2025-26 |
| 09/10/2025 | 6.22 | 13,076.21 | | | 14,285.01 | Interest on Lloyds Savings Account |
| 17/10/2025 | | | (260.00) | 948.80 | 14,025.01 | Rushden Churchyard Maintenance - Cuts 8,9,10 & 11 w/e 18.7, 7.8, 1.9 & 13.9 |
| 17/10/2025 | (281.50) | 12,794.71 | 281.50 | 1,230.30 | 14,025.01 | Tfr from Savings a/c for £4.25 Bank Charges, £47 ICO DD Fee & £230.25 Wallington Common Trust Insurance |
| 20/10/2025 | | | (230.25) | 1,000.05 | 13,794.76 | Donation to Wallington Common Trust (NFU Mutual) - Insurance to 21/10/26 |
| 20/10/2025 | | | (4.25) | 995.80 | 13,790.51 | Bank Charges - August 2025 (4th Charge) |
| 10/11/2025 | (4.25) | 12,790.46 | 4.25 | 1,000.05 | 13,790.51 | Tfr from Savings a/c - July 2025 Bank Charges |
| 10/11/2025 | (4.25) | 12,786.21 | 4.25 | 1,004.30 | 13,790.51 | Tfr from Savings a/c - August 2025 Bank Charges |
| 10/11/2025 | (600.00) | 12,186.21 | 600.00 | 1,604.30 | 13,790.51 | Tfr from Savings a/c |
| 10/11/2025 | (12.99) | 12,173.22 | 12.99 | 1,617.29 | 13,790.51 | Tfr from Savings a/c |
| 10/11/2025 | (59.99) | 12,113.23 | 59.99 | 1,677.28 | 13,790.51 | Tfr from Savings a/c |
| 10/11/2025 | 6.75 | 12,119.98 | | | 13,797.26 | Interest on Lloyds Savings Account |
| 18/11/2025 | | | (4.25) | 1,673.03 | 13,793.01 | Bank Charges - September 2025 (5th Charge) |
| 25/11/2025 | (195.00) | 11,924.98 | 195.00 | 1,868.03 | 13,793.01 | Tfr from Savings a/c |
| 25/11/2025 | (4.25) | 11,920.73 | 4.25 | 1,872.28 | 13,793.01 | Tfr from Savings a/c - September 2025 Bank Charges |
| 25/11/2025 | | | (600.00) | 1,272.28 | 13,193.01 | Clerk's Payroll (from Oct 2024 - Oct 2025) |
| 25/11/2025 | | | (12.99) | 1,259.29 | 13,180.02 | Clerk's Expenses - Stationary & IT Equipment |
| 25/11/2025 | | | (59.99) | 1,199.30 | 13,120.03 | NetNerd email Hosting costs (Paid by Clerk) - 2025-26 |
| 25/11/2025 | | | (195.00) | 1,004.30 | 12,925.03 | Rushden Churchyard Maintenance - Cuts 12,13 & 14 w/e 20.9, 20.10 & 19.11 |
| 09/12/2025 | 5.73 | 11,926.46 | | | 12,930.76 | Interest on Lloyds Savings / Barclays Premium Account |
| 19/12/2025 | | | (4.25) | 1,000.05 | 12,926.51 | Bank Charges - October 2025 (6th Charge) |
| 09/01/2026 | 6.08 | 11,932.54 | | | 12,932.59 | Interest on Lloyds Savings Account |
| 19/01/2026 | | | (4.25) | 995.80 | 12,928.34 | Bank Charges - November 2025 (7th Charge) |
| 09/02/2026 | 5.39 | 11,937.93 | | | 12,933.73 | Interest on Lloyds Savings Account |
| 17/02/2026 | | | (4.25) | 991.55 | 12,929.48 | Bank Charges - December 2025 (8th Charge) |
| 19/02/2026 | (4.25) | 11,933.68 | 4.25 | 995.80 | 12,929.48 | Tfr from Savings a/c - October 2025 Bank Charges |
| 19/02/2026 | (4.25) | 11,929.43 | 4.25 | 1,000.05 | 12,929.48 | Tfr from Savings a/c - November 2025 Bank Charges |
| 09/03/2026 | 4.58 | 11,934.01 | | | 12,934.06 | Interest on Lloyds Savings Account |

## RUSHDEN & WALLINGTON PARISH COUNCIL ACCOUNTS FOR 2025-26

### Cash Book / Bank Recor 1/4/2025 - 31/3/2026

| Bank Date | Barclays / Lloyds Savings Account | Cumulative Total | Barclays / Lloyds Current Account | Cumulative Total | Running Total of Combined Acc's | Description |
|---|---|---|---|---|---|---|
| 17/03/2026 | (12.29) | 11,921.72 | 12.29 | 1,012.34 | 12,934.06 | Tfr from Savings a/c - Clerk P&S Clerk's Expenses - Stationary & IT Equipment (Microsoft Office Licence Renewal) |
| 17/03/2026 | (72.00) | 11,849.72 | 72.00 | 1,084.34 | 12,934.06 | Tfr from Savings a/c - Clerk P&S NetNerd Website Domain Renewal Costs for .Gov.uk (Paid by Clerk) - 3 Year Renewal for Cost Saving (2025-2027) - (no charge in 2026, 2027) |
| 17/03/2026 | (15.99) | 11,833.73 | 15.99 | 1,100.33 | 12,934.06 | Tfr from Savings a/c - Clerk P&S Clerk's Expenses - Stationary & IT Equipment (Laserjet Toner Cartridge) |
| 17/03/2026 | (4.25) | 11,829.48 | 4.25 | 1,104.58 | 12,934.06 | Tfr from Savings a/c - Clerk P&S Bank Charges - December 2025 (8th Charge) |
| 17/03/2026 | (45.00) | 11,784.48 | 45.00 | 1,149.58 | 12,934.06 | Tfr from Savings a/c - Clerk P&S Hire of Wallington Village Hall for PC Meeings 2025-26 |
| 17/03/2026 | (45.00) | 11,739.48 | 45.00 | 1,194.58 | 12,934.06 | Tfr from Savings a/c - Clerk P&S Hire of Rushden Village Hall for PC Meeings in 2025-26 |
| 17/03/2026 | (290.70) | 11,448.78 | 290.70 | 1,485.28 | 12,934.06 | Tfr from Savings a/c - Clerk P&S Donation to Rushden Manor Trust for NFU Insurance 2026-27 |
| 19/03/2026 | | | (100.28) | 1,385.00 | 12,833.78 | Clerk's Expenses - Stationary & IT Equipment (Microsoft Office Licence Renewal), NetNerd Website Domain Renewal Costs for .Gov.uk (Paid by Clerk) - 3 Year Renewal for Cost Saving (2025-2027) - (no charge in 2026, 2027), Clerk's Expenses - Stationary & IT Equipment (Laserjet Toner Cartridge) |
| 19/03/2026 | | | (4.25) | 1,380.75 | 12,829.53 | Bank Charges - January 2026 |
| 19/03/2026 | | | (45.00) | 1,335.75 | 12,784.53 | Hire of Wallington Village Hall for PC Meeings 2025-26 |
| 19/03/2026 | | | (45.00) | 1,290.75 | 12,739.53 | Hire of Rushden Village Hall for PC Meeings in 2025-26 |
| 19/03/2026 | | | (290.70) | 1,000.05 | 12,448.83 | Donation to Rushden Manor Trust for NFU Insurance 2026-27 |
| | | **11,448.78** | | **1,000.05** | **12,448.83** | Balances to latest bank statements Both Lloyds and Barclays account as at 31.3.26 |
| **Uncleared cheques** | | | | | | |
| **Uncleared Payments** | | | | | 12,448.83 | |
| 31/03/2026 | | | (130.00) | 870.05 | 12,318.83 | Rushden Churchyard Maintenance - Cuts Cuts 16 & 17 w/e 4.3 & 25.3 |
| **Running Total including un** | | **11,448.78** | | **870.05** | **12,318.83** | |
| | | UNCLEARED AMOUNT | (130.00) | Check | OK | |
| **Latest Bank Statement Bala** | | **£11,448.78** | | **£1,000.05** | | **Both Lloyds and Barclays account as at 31.3.26** |
| | | | | **£500.05** | | Barclays - 31/3/26 |
| | | **£11,448.78** | | **£500.00** | | Lloyds - 31.3.26 |
| | Check | OK | | OK | | |
| | | Check - Uncleared Amounts | | (130.00) | OK | |

| | |
|---|---|
| **Cash balance at the start of the year** | 10,653.01 |
| **Cash balance at the end of the year** | 12,448.83 |
| **Cash Movement through the bank in the Year** | **1,795.82** |
| **Invoiced Spend Vs Total Income** | 1,665.82 |
| **Variance** | **130.00** |
| **Invoiced in the year but not cleared the bank at year end** | (130.00) |
| **Reconciliation total should be zero** | (0.00) |
| *Check* | *OK* |

Check Vs Detailed Accounts - Line by Line Summary

## Variance to 2025-26 Budget

| | Total Budget (Incl. Inflation) | Actual Full Year Spend | Variance Good / (Bad) | Comments |
|---|---|---|---|---|
| Grass Cutting | £1,235.00 | £1,040.00 | £195.00 | Less Grass Cuts over the dry Summer in 2025 |
| HAPTC Membership | £276.26 | £276.26 | | |
| PC Insurance | £218.28 | £214.00 | £4.28 | |
| Tree maintenance | £714.00 | | £714.00 | No Wallington Tree work done on 2025-26 but will be carried out in 2026-27 |
| Information Commissioner | £35.00 | £47.00 | (£12.00) | Unexpected 34% increase in charge in 2025-26 |
| Website Hosting costs including website and email support | £117.45 | £131.99 | (£14.54) | Additional cost of adopting the .Gov.UK web presence |
| Wallington Insurance | £241.28 | £230.25 | £11.03 | |
| Staff Costs | £600.00 | £600.00 | | |
| Dog Bin Emptying | £328.38 | | £328.38 | Invoice has not been received by the year end. |
| Rushden Insurance | £312.24 | £290.70 | £21.54 | |
| Printing & Stationery | £100.00 | £41.27 | £58.73 | Less expenditure on P&S as utilising as much digital communication as possible |
| Village Hall Hire | £150.00 | £90.00 | £60.00 | Less planning meetings than forecast. |
| Tree inspection and report | | | | |
| Election Fee | | | | |
| **Sub-Total** | **£4,327.89** | **£2,961.47** | **£1,366.42** | Sub-total of regular expenditure |
| Available for one-off expenses | £172.11 | | £172.11 | The contingency was not required in 2025-26 |
| **Total Precept Required 2023-24** | **£4,500.00** | **£2,961.47** | **£1,538.53** | Under budget for 2025-26 |
| **Prior Year Precept 2024-25** | £4,850.00 | | | |

## RUSHDEN & WALLINGTON PARISH COUNCIL ACCOUNTS FOR 2025-26

| DATE | Description | Reference | Budgeted / Non Budgeted | AMOUNT (Excl. VAT) | VAT | AMOUNT (Incl. VAT) | RUSHDEN | WALLINGTON | Precept | Interest | Other Receipts | Staff Costs | Insurance | Maintenance | Subscriptions | All Other Payments | EXPLANATION OF INCOME / EXPENDITURE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **2025-26** | | | | | | | | | | | | | | | | | |
| 01/04/2025 | HAPTC | 2426/076 | Bud | (276.26) | | (276.26) | (184.17) | (92.09) | | | | | | | (276.26) | | Annual Subscription to HAPTC 2025-26 |
| 06/04/2025 | PRECEPT | Precept 2025-26 - Part 1 of 2 | Bud | 2,250.00 | | 2,250.00 | 1,500.00 | 750.00 | 2,250.00 | | | | | | | | Precept 2025-26 - Payment 1 of 2 |
| 06/04/2025 | Zurich Insurance - PC Insurance 2025-26 | 543373555 | Bud | (214.00) | | (214.00) | (142.67) | (71.33) | | | | | (214.00) | | | | Parish Council Insurance (Zurich) 2025-26 |
| 09/04/2025 | INTEREST | | NB | 8.17 | | 8.17 | 4.09 | 4.09 | | 8.17 | | | | | | | Interest on Lloyds Savings Account |
| 15/04/2025 | VAT Refund | VAT Reclaim 04/24 - 03/25 for PC | NB | | 87.50 | 87.50 | 58.33 | 29.17 | | | 87.50 | | | | | | VAT Refund for PC from April 2024 - March 2025 |
| 30/04/2025 | CGS | Cuts 1,2 & 3 w/e 4.4, 17.4 & 29.4 | Bud | (195.00) | | (195.00) | (195.00) | | | | | | | (195.00) | | | Rushden Churchyard Maintenance - Cuts 1, 2 & 3 w/e 4.4, 17.4 & 29.4 |
| 09/05/2025 | INTEREST | | NB | 8.02 | | 8.02 | 4.01 | 4.01 | | 8.02 | | | | | | | Interest on Lloyds Savings Reserves Account |
| 31/05/2025 | CGS | Cuts 4 & 5 w/e 15.5 & 29.5 | Bud | (130.00) | | (130.00) | (130.00) | | | | | | | (130.00) | | | Rushden Churchyard Maintenance - Cuts 4 & 5 w/e 15.5 & 29.5 |
| 09/06/2025 | INTEREST | | NB | 7.53 | | 7.53 | 3.77 | 3.77 | | 7.53 | | | | | | | Interest on Lloyds Savings Reserves Account |
| 11/06/2025 | Bank Charges | 458796589 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - May 2025 (1st Charge) |
| 29/06/2025 | CGS | Cuts 6 & 7 w/e 12.6, & 26.6 | Bud | (130.00) | | (130.00) | (130.00) | | | | | | | (130.00) | | | Rushden Churchyard Maintenance - Cuts 6 & 7 w/e 12.6 & 26.6 |
| 09/07/2025 | INTEREST | | NB | 6.43 | | 6.43 | 3.22 | 3.22 | | 6.43 | | | | | | | Interest on Lloyds Savings Reserves Account |
| 10/07/2025 | Bank Charges | 461180722 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - June 2025 (2nd Charge) |
| 11/08/2025 | INTEREST | | NB | 7.01 | | 7.01 | 3.51 | 3.51 | | 7.01 | | | | | | | Interest on Lloyds Savings Reserves Account |
| 11/08/2025 | Bank Charges | 463606154 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - July 2025 (3rd Charge) |
| 16/09/2025 | CGS | Cuts 8,9,10 & 11 w/e 18.7, 7.8, 1.9 & 13.9 | Bud | (260.00) | | (260.00) | (260.00) | | | | | | | (260.00) | | | Rushden Churchyard Maintenance - Cuts 8,9,10 & 11 w/e 18.7, 7.8, 1.9 & 13.9 |
| 09/09/2025 | INTEREST | | NB | 6.13 | | 6.13 | 3.07 | 3.07 | | 6.13 | | | | | | | Interest on Lloyds Savings Account |
| 10/09/2025 | Bank Charges | 466022319 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - August 2025 (4th Charge) |
| 11/09/2025 | PRECEPT | | Bud | 2,250.00 | | 2,250.00 | 1,500.00 | 750.00 | 2,250.00 | | | | | | | | Precept 2025-26 - Payment 2 of 2 |
| 24/09/2025 | NFU Mutual (Wallington) | | Bud | (230.25) | | (230.25) | | (230.25) | | | | | (230.25) | | | | Donation to Wallington Common Trust (NFU Mutual) - Insurance to 21/10/26 |
| 24/09/2025 | NetNerd email Hosting costs (Paid by Clerk) | 451898 | Bud | (49.99) | (10.00) | (59.99) | (39.99) | (20.00) | | | | | | | | (59.99) | NetNerd email Hosting costs (Paid by Clerk) - 2025-26 |
| 30/09/2025 | ICO | | Bud | (47.00) | | (47.00) | (31.33) | (15.67) | | | | | | | (47.00) | | Direct Debit to the Information Commissioner's Office (ICO) - GDPR for 2025-26 |
| 09/10/2025 | INTEREST | | NB | 6.22 | | 6.22 | 3.11 | 3.11 | | 6.22 | | | | | | | Interest on Lloyds Savings Account |
| 10/10/2025 | Bank Charges | 468499281 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - September 2025 (5th Charge) |
| 06/11/2025 | Clerks Payroll | | Bud | (600.00) | | (600.00) | (400.00) | (200.00) | | | | (600.00) | | | | | Clerk's Payroll (from Oct 2024 - Oct 2025) |
| 06/11/2025 | Clerks Expenses - Stationery & IT Equipment | GB5008UNM4HQ5I | Bud | (10.83) | (2.17) | (12.99) | (8.66) | (4.33) | | | | | | | | (12.99) | Clerk's Expenses - Stationary & IT Equipment |
| 09/10/2025 | INTEREST | | NB | 6.75 | | 6.75 | 3.38 | 3.38 | | 6.75 | | | | | | | Interest on Lloyds Savings Account |
| 18/11/2025 | Bank Charges | 470948519 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - October 2025 (6th Charge) |
| 21/11/2025 | CGS | Cuts 12,13 & 14 w/e 20.9, 20.10 & 19.11 | Bud | (195.00) | | (195.00) | (195.00) | | | | | | | (195.00) | | | Rushden Churchyard Maintenance - Cuts 12,13 & 14 w/e 20.9, 20.10 & 19.11 |
| 28/11/2025 | Clerks Expenses - Stationery & IT Equipment | | Bud | (12.29) | | (12.29) | (8.19) | (4.10) | | | | | | | | (12.29) | Clerk's Expenses - Stationary & IT Equipment (Microsoft Office Licence Renewal) |
| 09/12/2025 | INTEREST | | NB | 5.73 | | 5.73 | 2.87 | 2.87 | | 5.73 | | | | | | | Interest on Lloyds Savings / Barclays Premium Account |
| 10/12/2025 | Bank Charges | 473384437 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - November 2025 (7th Charge) |
| 22/12/2025 | NetNerd Website Domain Renewal Costs (Paid by Clerk) | 459581 | Bud | (60.00) | (12.00) | (72.00) | (48.00) | (24.00) | | | | | | | (72.00) | | NetNerd Website Domain Renewal Costs for .Gov.uk (Paid by Clerk) - 3 Year Renewal for Cost Saving (2025-2027) - (no charge in 2026, 2027) |
| 12/01/2026 | Clerks Expenses - Stationery & IT Equipment | GB6000M3CBYWZI | Bud | (13.32) | (2.66) | (15.99) | (10.66) | (5.33) | | | | | | | | (15.99) | Clerk's Expenses - Stationary & IT Equipment (Laserjet Toner Cartridge) |
| 09/01/2026 | INTEREST | | NB | 6.08 | | 6.08 | 3.04 | 3.04 | | 6.08 | | | | | | | Interest on Lloyds Savings Account |
| 12/01/2026 | Bank Charges | 475844958 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - December 2025 (8th Charge) |
| 20/01/2026 | RRTrees - Wallington Tree Work | | Bud | | | | | | | | | | | | | | RRTrees - Wallington Tree work 2025 |
| 09/02/2026 | INTEREST | | NB | 5.39 | | 5.39 | 2.70 | 2.70 | | 5.39 | | | | | | | Interest on Lloyds Savings Account |
| 11/02/2026 | Bank Charges | 478310034 | NB | (4.25) | | (4.25) | (2.13) | (2.13) | | (4.25) | | | | | | | Bank Charges - January 2026 |
| 09/03/2026 | INTEREST | | NB | 4.58 | | 4.58 | 2.29 | 2.29 | | 4.58 | | | | | | | Interest on Lloyds Savings Account |
| 03/03/2026 | Wallington Village Hall - PC Meetings | | Bud | (45.00) | | (45.00) | (30.00) | (15.00) | | | | | | | | (45.00) | Hire of Wallington Village Hall for PC Meeings 2025-26 |
| 03/03/2026 | Rushden Village Hall - PC Meetings | | Bud | (45.00) | | (45.00) | (30.00) | (15.00) | | | | | | | | (45.00) | Hire of Rushden Village Hall for PC Meeings in 2025-26 |
| 04/03/2026 | NFU Mutual (Rushden Manor Trust - Southern Green) | | Bud | (290.70) | | (290.70) | (290.70) | | | | | | (290.70) | | | | Donation to Rushden Manor Trust for NFU Insurance 2026-27 |

## RUSHDEN & WALLINGTON PARISH COUNCIL ACCOUNTS FOR 2025-26

| DATE | Description | Reference | Budgeted / Non Budgeted | AMOUNT (Excl. VAT) | VAT | AMOUNT (Incl. VAT) | RUSHDEN | WALLINGTON | Precept | Interest | Other Receipts | Staff Costs | Insurance | Maintenance | Subscriptions | All Other Payments | EXPLANATION OF INCOME / EXPENDITURE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 05/03/2026 | NHDC Dog Bin Emptying | | Bud | | | | | | | | | | | | | | Dog Waste Bin emptying (For Period 1.4.25 - 31.3.26) |
| 19/03/2026 | Bank Charges | | NB | | | | | | | | | | | | | | Bank Charges - February 2026 |
| 31/03/2026 | CGS | Cuts 16 & 17 w/e 4.3 & 25.3 | Bud | (130.00) | | (130.00) | (130.00) | | | | | | | (130.00) | | | Rushden Churchyard Maintenance - Cuts Cuts 16 & 17 w/e 4.3 & 25.3 |
| TOTAL FOR THE YEAR | | | | 1,605.15 | 60.67 | 1,665.82 | 813.85 | 851.97 | 4,500.00 | 39.79 | 87.50 | (600.00) | (734.95) | (1,040.00) | (395.26) | (191.26) | |
| | **TOTAL ((1) + (2) Below)** | | | **1,605.15** | **60.67** | **1,665.82** | **813.85** | **851.97** | **4,500.00** | **39.79** | **87.50** | **(600.00)** | **(734.95)** | **(1,040.00)** | **(395.26)** | **(191.26)** | |

**Summary - Splitting Out PC and Neighbourhood Plan (Both Budgeted and Unbudgeted Spend)**

| | | AMOUNT (Excl. VAT) | VAT | AMOUNT (Incl. VAT) | RUSHDEN | WALLINGTON | Precept | Interest | Other Receipts | Staff Costs | Insurance | Maintenance | Subscriptions | Other Costs | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PC Income** | | 4,578.04 | 87.50 | 4,665.54 | 3,097.35 | 1,568.19 | 4,500.00 | 78.04 | 87.50 | | | | | | VAT Refund from PYR Spend |
| **PC Costs** | | (2,972.89) | (26.83) | (2,999.72) | (2,283.51) | (716.22) | | (38.25) | | (600.00) | (734.95) | (1,040.00) | (395.26) | (191.26) | |
| **TOTAL Under / (Over) Spend** | **(1)** | **1,605.15** | **60.67** | **1,665.82** | **813.85** | **851.97** | **4,500.00** | **39.79** | **87.50** | **(600.00)** | **(734.95)** | **(1,040.00)** | **(395.26)** | **(191.26)** | |

**Rushden and Wallington Parish Council**
**Asset Register 31/03/2026**

| **Item** | Asset Value (Original Cost) | Asset Value for Insurance |
|---|---|---|
| Rushden Bus Shelter | 1 | 2,000 |
| Refurbishment of Rushden Bus Shelter (2022) | 600 | 1 |
| Wallington Bus Shelter | 1 | 2,000 |
| Rushden Notice Board | 700 | 700 |
| Rushden Dog Waste Bins | 822 | 822 |
| Rushden Salt Bin | 91 | 91 |
| Rushden Phone Box | 1 | 1,000 |
| Wallington Phone Box | 1 | 1,000 |
| Wallington Dog Waste Bin | 400 | 400 |
| Rushden Defibrillator | 1 | 588 |
| Wallington Defibrillator | 1 | 588 |
| Rushden Defibrillator Cabinet | 490 | 490 |
| Wallington Defibrillator Cabinet | 490 | 490 |
| Laptop | 350 | 350 |
| Printer | 90 | 90 |
| Wallington Village Pond | 1 | 3,000 |
| Wallington Salt Bin | 1 | 91 |
| Total Assets | 4,041 | 13,701 |

# Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

**Rushden and Wallington Parish Council**

**our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:**

| | Agreed Yes | Agreed No* | | 'Yes' means that this authority: |
|---|---|---|---|---|
| **1.** We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. | ✓ | | | *prepared its accounting statements in accordance with the Accounts and Audit Regulations.* |
| **2.** We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. | ✓ | | | *made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.* |
| **3.** We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. | ✓ | | | *has only done what it has the legal power to do and has complied with Proper Practices in doing so.* |
| **4.** We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. | ✓ | | | *during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.* |
| **5.** We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. | ✓ | | | *considered and documented the financial and other risks it faces and dealt with them properly.* |
| **6.** We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. | ✓ | | | *arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.* |
| **7.** We took appropriate action on all matters raised in reports from internal and external audit. | ✓ | | | *responded to matters brought to its attention by internal and external audit.* |
| **8.** We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements. | ✓ | | | *disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.* |
| **9.** (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit. | Yes: | No: | N/A: ✓ | *has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.* |
| **10.** We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review. | ✓ | | | *has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.* |

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

07/05/2026

and recorded as minute reference:

26/006

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

| Information required by the Transparency Code (not part of the Annual Governance Statement) | Yes | No |
|---|---|---|
| The authority website is up to date and the information required by the Transparency Code has been published. | ✓ | |

www.rushdenwallington-pc.gov.uk/

## Section 2 – Accounting Statements 2025/26 for

Rushden and Wallington Parish Council

| | Year ending | | Notes and guidance |
|---|---|---|---|
| | 31 March 2025 £ | 31 March 2026 £ | *Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures **must** agree to underlying financial records.* |
| **1.** Balances brought forward | 10728 | 10653 | *Total balances and reserves at the beginning of the year as recorded in the financial records. Value **must** agree to Box 7 of previous year.* |
| **2.** (+) Precept or Rates and Levies | 4850 | 4500 | *Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.* |
| **3.** (+) Total other receipts | 685 | 166 | *Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.* |
| **4.** (-) Staff costs | 600 | 600 | *Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.* |
| **5.** (-) Loan interest/capital repayments | 0 | 0 | *Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).* |
| **6.** (-) All other payments | 5010 | 2400 | *Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).* |
| **7** (=) Balances carried forward | 10653 | 12319 | *Total balances and reserves at the end of the year. **must** equal (1+2+3) - (4+5+6).* |
| **8.** Total value of cash and short term investments | 10653 | 12319 | *The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – **To agree with bank reconciliation.*** |
| **9.** Total fixed assets plus long term investments and assets | 4041 | 4041 | *The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.* |
| **10.** Total borrowings | 0 | 0 | *The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).* |

| For Local Councils Only | Yes | No | |
|---|---|---|---|
| **11.** Do the figures in the accounting statements above exclude any Trust transactions? | | | *For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.* |

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval.**

Date 07/05/2026

I confirm that these Accounting Statements were approved by this authority on this date:

07/05/2026

as recorded in minute reference:

26/007

Signed by Chair of the meeting where the Accounting Statements were approved

# Annual Internal Audit Report 2025/26

Rushden and Wallington Parish Council

www.rushdenwallington-pc.gov.uk/

**During** the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

| Internal control objective | Yes | No* | Not covered** |
|---|---|---|---|
| **A.** Appropriate accounting records have been properly kept throughout the financial year. | ✓ | | |
| **B.** This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for. | ✓ | | |
| **C.** This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these. | ✓ | | |
| **D.** The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate. | ✓ | | |
| **E.** Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for. | ✓ | | |
| **F.** Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for. | ✓ | | |
| **G.** Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied. | ✓ | | |
| **H.** Asset and investments registers were complete and accurate and properly maintained. | ✓ | | |
| **I.** Periodic bank account reconciliations were properly carried out during the year. | ✓ | | |
| **J.** Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded. | ✓ | | |
| **K.** If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")* | ✓ | | |
| **L.** The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation. | ✓ | | |
| **M.** In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations *(during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).* | ✓ | | |
| **N.** The authority has complied with the publication requirements for 2024/25 AGAR *(see AGAR Page 1 Guidance Notes).* | ✓ | | |
| **O.** The authority has complied with laws, regulations & proper practices relating to digital and data compliance. | ✓ | | |
| | **Yes** | **No** | **Not applicable** |
| **P. (For local councils only)** Trust funds (including charitable) – The council met its responsibilities as a trustee. | | | ✓ |

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken: 17/04/2026

Name of person who carried out the internal audit: Andrew Nunn

Signature of person who carried out the internal audit: [signature]

Date: 17/04/2026

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report **must** explain why not (add separate sheets if needed).

## Certificate of Exemption – AGAR 2025/26 Form 2

### To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2026 and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2026 and a completed Certificate of Exemption is submitted no later than **30 June 2026** notifying the external auditor

Rushden and Wallington Parish Council

certifies that during the financial year 2025/26, the higher of the authority's total gross income for the year **or** total gross annual expenditure, for the year did not exceed **£25,000**

| | |
|---|---|
| Total annual gross income for the authority 2025/26: | £4,666 |
| Total annual gross expenditure for the authority 2025/26: | £3,000 |

There are certain circumstances in which an authority will be **unable to certify itself as exempt,** so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£210 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2022
- In relation to the preceding financial year (2024/25), the external auditor **has not:**
  - issued a public interest report in respect of the authority or any entity connected with it
  - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
  - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
  - commenced judicial review proceedings under section 31(1) of the Act
  - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If the above statements apply and the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2026.
**Signing this certificate confirms the authority will comply with the publication requirements.**

Signed by the Responsible Financial Officer — Date: 07/05/2026

Signed by Chair — Date: 07/05/2026

I confirm that this Certificate of Exemption was approved by this authority on this date: 07/05/2026

as recorded in minute reference: 26/009

Generic email address of Authority: clerk@rushdenwallington-pc.gov.uk

Telephone number: 07443421101

*Published web address: www.rushdenwallington-pc.gov.uk/

**ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2026 Reminder letters for late submission will incur a charge of £40 + VAT.**

**WHAT <u>EXEMPT AUTHORITIES</u> NEED TO DO TO ADVERTISE THE PERIOD DURING WHICH ELECTORS AND INTERESTED PERSONS MAY EXERCISE RIGHTS RELATING TO THE ANNUAL ACCOUNTS**

The [Local Audit and Accountability Act 2014] and the [Accounts and Audit Regulations 2015] require that:

1) The statement of accounts prepared by the authority (i.e. the Annual Governance & Accountability Return (AGAR) Form 2), the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested, during a period of 30 working days set by the smaller authority and including the first 10 working days of July.

2) The period referred to in paragraph (1) starts with the day on which the period for the exercise of public rights is treated as having been commenced i.e. the day following the day on which all of the obligations in paragraph (3) below have been fulfilled.

3) The responsible financial officer for an exempt authority must, on behalf of that authority, publish (**which must include publication on the authority's website**):

    a) the Accounting Statements (i.e. Section 2 of the AGAR Form 2), accompanied by:

        i) a declaration, signed by that officer to the effect that the statement of accounts will not be audited on account of that authority's self-certified status as exempt, unless either a request for an opportunity to question the auditor about the authority's accounting records under section 26(2) or an objection under section 27(1) of the Act, results in the involvement of the local auditor;

        ii) the Annual Governance Statement (i.e. Section 1 of the AGAR Form 2); and

        iii) the Certificate of Exemption (i.e. Page 3 of the AGAR Form 2); and

    b) a statement that sets out—

        i) the period for the exercise of public rights;

        ii) details of the manner in which notice should be given of an intention to inspect the accounting records and other documents;

        iii) the name and address of the local auditor;

        iv) the provisions contained in section 25 (inspection of statements of accounts etc), section 26 (inspection of documents etc) and section 27 (right to make objections at audit) of the Act, as they have effect in relation to the authority in question;

**HOW DO YOU DO IT?**

You will meet statutory requirements if you fully and accurately complete the notice of public rights pro forma in this document; and publish (**including publication on the smaller authority's website**) the following documents, the day before the public rights period commences:

a) the approved Sections 1 and 2 of Form 2 of the AGAR; and

b) the completed Notice of Public Rights and Publication of Annual Governance & Accountability Return (Exempt Authority). Please note that we have pre-completed it with the following suggested dates: Wednesday 3 June – Tuesday 14 July 2026. (The latest possible dates that comply with the statutory requirements are Wednesday 1 July – Tuesday 11 August 2026; and

c) the notes which accompany the Notice (Local authority accounts: a summary of your rights).

Where the authority has answered 'No' to any assertions on Section 1, as stated on the face of Section 1 of the AGAR, a sufficiently detailed explanation of the reasons must be published with the AGAR on the authority's website.

Smaller authority name: **RUSHDEN AND WALLINGTON PARISH COUNCIL**

# NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (EXEMPT AUTHORITY)

## ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026

**Local Audit and Accountability Act 2014 Sections 25, 26 and 27**
**The Accounts and Audit Regulations 2015 (SI 2015/234)**

| NOTICE | NOTES |
|---|---|
| **1. Date of announcement : 3rd June 2026** (a) | (a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below |
| **2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review.**<br>**Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to:** | |
| (b) MARK HOPLEY<br>CLERK@RUSHDENWALLINGTON-PC.GOV.UK<br>TEL : 01763 288276 | (b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts |
| commencing on (c). **Wednesday 3 June 2026** | (c) Insert date, which must be at least 1 day after the date of announcement in (a) above and exactly 30 working days before the date appointed in (d) below |
| and ending on (d) **Tuesday 14 July 2026** | (d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July. |
| **3. Local government electors and their representatives also have:**<br>• The opportunity to question the appointed auditor about the accounting records; and<br>• The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.<br>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only. | |
| **4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:**<br>**PKF Littlejohn LLP (Ref: SBA Team)**<br>**30 Churchill Place**<br>**London E14 5RE**<br>(sba@pkf-l.com) | |
| **5. This announcement is made by (e) MARK HOPLEY,**<br>**RESPONSIBLE FINANCIAL OFFICER FOR RUSHDEN AND WALLINGTON PARISH COUNCIL** | (e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority |

## LOCAL AUTHORITY ACCOUNTS: A SUMMARY OF YOUR RIGHTS

**Please note that this summary applies to all relevant smaller authorities, including local councils, internal drainage boards and 'other' smaller authorities.**

### The basic position

The Local Audit and Accountability Act 2014 (the Act) governs the work of auditors appointed to smaller authorities. This summary explains the provisions contained in Sections 26 and 27 of the Act. The Act and the Accounts and Audit Regulations 2015 also cover the duties, responsibilities and rights of smaller authorities, other organisations and the public concerning the accounts being audited.

As a local elector, or an interested person, you have certain legal rights in respect of the accounting records of smaller authorities. As an interested person you can inspect accounting records and related documents. If you are a local government elector for the area to which the accounts relate you can also ask questions about the accounts and object to them. You do not have to pay directly for exercising your rights. However, any resulting costs incurred by the smaller authority form part of its running costs. Therefore, indirectly, local residents pay for the cost of you exercising your rights through their council tax.

### The right to inspect the accounting records

Any interested person can inspect the accounting records, which includes but is not limited to local electors. You can inspect the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records. You can copy all, or part, of these records or documents. Your inspection must be about the accounts, or relate to an item in the accounts. You cannot, for example, inspect or copy documents unrelated to the accounts, or that include personal information (Section 26 (6) – (10) of the Act explains what is meant by personal information). You cannot inspect information which is protected by commercial confidentiality. This is information which would prejudice commercial confidentiality if it was released to the public and there is not, set against this, a very strong reason in the public interest why it should nevertheless be disclosed.

When smaller authorities have finished preparing accounts for the financial year and approved them, they must publish them (including on a website). There must be a 30 working day period, called the 'period for the exercise of public rights', during which you can exercise your statutory right to inspect the accounting records. Smaller authorities must tell the public, including advertising this on their website, that the accounting records and related documents are available to inspect. By arrangement you will then have 30 working days to inspect and make copies of the accounting records. You may have to pay a copying charge. The 30 working day period must include a common period of inspection during which all smaller authorities' accounting records are available to inspect. This will be 1-14 July 2026 for 2025/26 accounts. The advertisement must set out the dates of the period for the exercise of public rights, how you can communicate to the smaller authority that you wish to inspect the accounting records and related documents, the name and address of the auditor, and the relevant legislation that governs the inspection of accounts and objections.

### The right to ask the auditor questions about the accounting records

**You should first ask your smaller authority** about the accounting records, since they hold all the details. If you are a local elector, your right to ask questions of the external auditor is enshrined in law. However, while the auditor will answer your questions where possible, they are not always obliged to do so. For example, the question might be better answered by another organisation, require investigation beyond the auditor's remit, or involve disproportionate cost (which is borne by the local taxpayer). Give your smaller authority the opportunity first to explain anything in the accounting records that you are unsure about. If you are not satisfied with their explanation, you can question the external auditor about the accounting records.

The law limits the time available for you formally to ask questions. This must be done in the period for the exercise of public rights, so let the external auditor know your concern as soon as possible. The advertisement or notice that tells you the accounting records are available to inspect will also give the period for the exercise of public rights during which you may ask the auditor questions, which here means formally asking questions under the Act. You can ask someone to represent you when asking the external auditor questions.

Before you ask the external auditor any questions, inspect the accounting records fully, so you know what they contain. Please remember that you cannot formally ask questions, under the Act, after the end of the period for the exercise of public rights. You may ask your smaller authority other questions about their accounts for any year, at any time. But these are not questions under the Act.

You can ask the external auditor questions about an item in the accounting records for the financial year being audited. However, your right to ask the external auditor questions is limited. The external auditor can only answer 'what' questions, not 'why' questions. The external auditor cannot answer questions about policies, finances, procedures or anything else unless it is directly relevant to an item in the accounting records. Remember that your questions must always be about facts, not opinions. To avoid misunderstanding, we recommend that you always put your questions in writing.

**The right to make objections at audit**

You have inspected the accounting records and asked your questions of the smaller authority. Now you may wish to object to the accounts on the basis that an item in them is in your view unlawful or there are matters of wider concern arising from the smaller authority's finances. A local government elector can ask the external auditor to apply to the High Court for a declaration that an item of account is unlawful, or to issue a report on matters which are in the public interest. You must tell the external auditor which specific item in the accounts you object to and why you think the item is unlawful, or why you think that a public interest report should be made about it. You must provide the external auditor with the evidence you have to support your objection. Disagreeing with income or spending does not make it unlawful. To object to the accounts you must write to the external auditor stating you want to make an objection, including the information and evidence below and you must send a copy to the smaller authority. The notice must include:

- confirmation that you are an elector in the smaller authority's area;
- why you are objecting to the accounts and the facts on which you rely;
- details of any item in the accounts that you think is unlawful; and
- details of any matter about which you think the external auditor should make a public interest report.

Other than it must be in writing, there is no set format for objecting. You can only ask the external auditor to act within the powers available under the Local Audit and Accountability Act 2014.

**A final word**

You may not use this 'right to object' to make a personal complaint or claim against your smaller authority. You should take such complaints to your local Citizens' Advice Bureau, local Law Centre or to your solicitor. Smaller authorities, and so local taxpayers, meet the costs of dealing with questions and objections. In deciding whether to take your objection forward, one of a series of factors the auditor must take into account is the cost that will be involved, they will only continue with the objection if it is in the public interest to do so. They may also decide not to consider an objection if they think that it is frivolous or vexatious, or if it repeats an objection already considered. If you appeal to the courts against an auditor's decision not to apply to the courts for a declaration that an item of account is unlawful, you will have to pay for the action yourself.

| | |
|---|---|
| For more detailed guidance on public rights and the special powers of auditors, copies of the publication Local authority accounts: A guide to your rights are available from the NAO website. | If you wish to contact your authority's appointed external auditor please write to the address in paragraph 4 of the *Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return*. |