

KIRKOSWALD PARISH COUNCIL

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW Tel: 0750 800 1602

Email: KirkoswaldParishCouncil@Hotmail.co.uk Website kirkoswaldparishcouncil.co.uk

Monday, 2 October 2023

Dear Councillor

You are summoned to attend the **PARISH COUNCIL MEETING** that will be held at Kirkoswald Church Institute on **Tuesday 10 September 2023** at 7.30 PM. The Public and Press are invited to attend.



Clerk

AGENDA

69. APOLOGIES FOR ABSENCE

To receive apologies and approve reasons for absence

70. MINUTES OF THE COUNCIL MEETING held on Tuesday 11 September 2023

To authorise the chair to sign, as a correct record, the minutes of the meeting held on Tuesday 11 September 2023 (attached).

71. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

- a. Register of Interests: Councillors are reminded of the need to update their register of interests
- b. To declare any personal interests in items on the agenda and their nature
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items)
- d. To make any requests for dispensation

72. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

To decide whether there are any items of business which require exclusion of the press and public

73. PUBLIC PARTICIPATION

PUBLIC PARTICIPATION (20 MINUTES ALLOWED) - this agenda item enables Parish Councillors to hear the views, comments and/or complaints from the public. The Parish Councillors can respond. However (unless the items are already on the agenda) no council decisions can be taken at this meeting but, if appropriate, the matters can be put onto a future agenda for decision. Comments limited to 5 minutes per person.

74. WESTMORLAND AND FURNESS COUNCILLOR REPORTS– to receive items for information (items raised for decision will appear on the agenda for the next meeting subject to agreement by the council.)

75. POLICE MATTERS – to resolve

whether to submit any matters to the Local Focus Hub.

76. PLANNING APPLICATIONS - To Note the following applications were granted approval

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23/0532	Fetherston Arms Kirkoswald Penrith	Reduce 1no Poplar by 0.5m and 1no Poplar by 2m
23/0506	THE BARN MIDLAND HOUSE RENWICK PENRITH CA10 1JL	Removal of condition 3 (holiday occupancy restriction), attached to approval 20/0044

77. FINANCE

a. Payments- to authorise schedule of payments totalling £1076.42 (VN 37-42)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
39	21/09/2023	HSBC	Bank Charges	Bank Charges	5.00	0.00	5.00
37	11/10/2023	Campbell Logue	INV- 101750	Weed Spraying	475.00	0.00	475.00
38	11/10/2023	Moore	52031/979	Annual Audit	210.00	42.00	252.00
40	11/10/2023	Nick Phillips	Salary	Salary	314.88	0.00	314.88
41	11/10/2023	HMRC	PAYE	HMRC - tax	4.40	0.00	4.40
42	11/10/2023	Nick Phillips	expenses	Clerk's Expenses	24.39	0.00	24.39
42	11/10/2023	Nick Phillips	expenses	Clerk's Expenses	0.75	0.00	0.75

b. Monthly reconciliation (September 2023) – to

receive and note the reconciliation and balances checked by Cllr Smith.

c. Monthly budget update- to receive and note

d. **Receipt – to note** receipt from HSBC (Interest £6.41 R11), Jackson (dig grant £50 R12), Volkens (dig grant, £150 R13), Moloney (dig grant £50 R14).

78. HIGHWAY MATTERS:

a. To discuss and agree the best way to report highway issues

b. To receive, for information, any items relating to the highway and **Resolve** which to ask the Clerk to report to the Highways Authority.

79. Future meeting dates – to discuss and resolve when future meetings should take place (attached document)

80. Allocation of B4RN funding – to resolve whether to agree to the provisional funding allocations for B4RN money (see attached)

81. External Auditor Report – to receive and note.

82. Information point board in Kirkoswald – to resolve whether to agree to the siting of an information point in the village (see attached)

83. Insurance Policy – to resolve which policy to accept. (attached)

84. Councillors' reports and items for future agenda

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

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85. Date of next meeting

The next meeting of the Parish Council will take place on xxxxx xxxxxx in xxxxx at xxx.
Agenda items to be submitted to the Clerk by 12 noon on xxxxx xxxxxx.

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Minutes of the Kirkoswald Parish Council Meeting held on Tuesday 12 September 2023 in Renwick Reading Room at 7.30 PM

Present Cllr J Little (Chair), Cllr J Haugh, Cllr A Jackson, Cllr N Jackson, Cllr S Quinn, Cllr R Raine, Cllr W Smith, Cllr J Tea

Also Present: N Phillips Clerk/RFO, Westmorland and Furness Cllrs Hanley and Robinson

52. APOLOGIES FOR ABSENCE

received apologies and approved reasons for absence from Cllr H Kent, P Morgan

53. MINUTES OF THE COUNCIL MEETING held on Tuesday 11 July 2023

authorised the chair to sign, as a correct record, the minutes of the meeting held on Tuesday 11 July 2023. Cllr Henderson stated that she had given her apologies in the meeting in June.

54. DECLARATIONS OF INTEREST/REQUESTS FOR DISPENSATION

- a. Register of Interests: Councillors are reminded of the need to update their register of interests - none
- b. To declare any personal interests in items on the agenda and their nature- Cllr A Jackson declared an interest in item 59a.
- c. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the meeting for the relevant items) - none
- d. To make any requests for dispensation- none

55. Exclusion of Press and Public (Public Bodies Admission to Meetings Act 1960)

None

56. PUBLIC PARTICIPATION -none present

57. WESTMORLAND AND FURNESS COUNCILLOR REPORTS– received the following items for information Cllr Hanley highlighted some of the issues in reports previously circulated.

Cllr Robinson – Fellfoot Forward – there will be 6 key locations with interpretation panels, one of them will be in Kirkoswald. Lots of work has taken place and will continue in a new format. Transport Working group - £250k to be spent in the old Eden footprint.

58. POLICE MATTERS – resolved that Cllr Little should discuss lack of visible local policing at meeting with PCC.

59. PLANNING APPLICATIONS -

- a. resolved to submit observations on the following application as detailed

22/0086	Scales Hall. Renwick Penrith	Change of use of agricultural buildings to create three dwellings with associated operations
Continue to fully support this application.		

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- b. Noted the following applications that were delegated to the planning committee for decision and the comments below made online.

23/0506	THE BARN MIDLAND HOUSE	Removal of condition 3 (holiday occupancy restriction), attached to approval 20/0044	No objections
23/0481 and 0482	High College, Kirkoswald. Penrith	Addition of solar panels to roof and associated works	No objections
23/0532	FETHERSTON ARMS	Reduce 1no Poplar by 0.5m and 1no Poplar by 2m	No objections
23/0542	Cannerheugh Renwick	Proposed change of use of ground floor level of barn to form meeting, staff and boot rooms	No objections

- c. Noted the following applications were granted approval

23/0146	3 THE SQUARE KIRKOSWALD PENRITH CA10 1DF	Listed Building Consent for replacement double glazed timber sash and casement windows and timber doors
22/0578	DAVYGILL CROGLIN CARLISLE CA4 9SJ	New access off the B6413 to fields for agricultural use.
23/0481 and 0482	High College, Kirkoswald. Penrith	Addition of solar panels to roof and associated works

60. FINANCE

- a. **Payments- authorised** schedule of payments totalling £468.92 (VN 30-36)

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
30	20/07/2023	Kate Beaty	KOPC Audit	Annual Audit	100.00	0.00	100.00
31	21/07/2023	HSBC		Bank Charges	5.00	0.00	5.00
32	21/08/2023	HSBC		Bank Charges	5.00	0.00	5.00
34	13/09/2023	Nick Phillips	Salary	Salary	314.88	0.00	314.88
35	13/09/2023	HMRC	PAYE	HMRC - tax	4.40	0.00	4.40
33	13/09/2023	Peter Morgan	From KOPC	Paint	13.00	0.00	13.00
36	13/09/2023	Nick Phillips	Expenses	Clerk's Expenses	24.39	0.00	24.39
36	13/09/2023	Nick Phillips	Expenses	Clerk's Expenses	2.25	0.00	2.25

- b. **Monthly reconciliation (July and August 2023) – received and noted** the reconciliation and balances checked by Cllr Smith.
- c. **Monthly budget update- received and noted**
- d. **Receipt – Noted** the following receipts

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VN	Date	From	CHQ. NO/ Ref no	Purpose of income	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
7	11/07/2023	Ian Johnson	0	DIG Grant	50.00	0.00	50.00
8	13/07/2023	H A Reynolds	0	DIG Grant	50.00	0.00	50.00
9	15/07/2023	Laces of Kirkoswald	0	Rental	25.00	0.00	25.00
10	16/07/2023	B Clark	0	DIG Grant	50.00	0.00	50.00

61. **HIGHWAY MATTERS:** received, for information the following items which the clerk will report where possible – Subsidence on Woodbrow, Water on road at Toddbank, Fellgate – concrete slabs need replacing, top of Outhwaite road needs resurfacing, road by Greygate wood is breaking up. H Bars by Kirkoswald Square and Keep Clear need to be repainted.
62. Footway Lights –discussed and resolved to contact CALC and ask them to highlight the issues and WESTMORLAND AND FURNESS Cllr Robinson to raise as well.
63. Clerk’s appraisal – resolved to adopt the staff appraisal policy and appointed Cllrs Tea and Smith as appraisers.
64. The Pound in Renwick- discussed the proposal from the Clerk and agreed next steps as continuing to rent to current tenant for £1 but to write the contract so that the tenant is responsible for maintenance.
65. Footpath from Parkhead to Kirkoswald – resolved to take following actions the Clerk to write to land agent and Highway Authority footpath officer.
66. Winter gritting – resolved to take the following actions Cllr Robinson to contact relevant officer ask for bins to be refilled.
- 67. Councillors’ reports and items for future agenda**
Allocation of B4RN monies
Cllr Tea will become a director of CALC when it becomes a limited company.
- 68. Date of next meeting**
The next meeting of the Parish Council will take place on Tuesday 10th October 2023 in Kirkoswald Church Institute at 7.30pm.
Agenda items to be submitted to the Clerk by 12 noon on Friday 29 September 2023.
Meeting closed at 9.00pm

KIRKOSWALD PARISH COUNCIL MEETING OCTOBER 2023 – FINANCIAL OFFICER’S REPORT

ACCOUNTS FOR PAYMENT

I present for approval the following accounts for payment – Vouchers No.37 to 42 amounting to £1076.42

VN	Inv. Date	PAYEE	CHQ. NO/ Ref no	Purpose of Expenditure	AMOUNT £	VAT INCLUDED £	NET AMOUNT £
39	21/09/2023	HSBC	Bank Charges	Bank Charges	5.00	0.00	5.00
37	11/10/2023	Campbell Logue	INV-101750	Weed Spraying	475.00	0.00	475.00
38	11/10/2023	Moore	52031/979	Annual Audit	210.00	42.00	252.00
40	11/10/2023	Nick Phillips	Salary	Salary	314.88	0.00	314.88
41	11/10/2023	HMRC	PAYE	HMRC - tax	4.40	0.00	4.40
42	11/10/2023	Nick Phillips	expenses	Clerk’s Expenses	24.39	0.00	24.39
42	11/10/2023	Nick Phillips	expenses	Clerk’s Expenses	0.75	0.00	0.75

Approved - Minute No.	77a
Chair signature	
Date	

**Kirkoswald Parish Council****40-36-10 90508217**

Charitable - Kirko parish cou

GBP **28,635.94**

GBP 28,635.94 available

Pending payments

View all of your pending payments below.

Last updated on 02 Oct 2023 12:20  **Refresh**

Payment date	Payee name	Reference	Payment type	Amount	Action
11 Oct 2023	C t logue	Invoice 101750	Bill Payment	GBP 475.00	Details >
11 Oct 2023	Nicholas phillips	Salary oct	Bill Payment	GBP 314.88	Details >
11 Oct 2023	Moore	52031/979	Bill Payment	GBP 252.00	Details >
11 Oct 2023	Nicholas phillips	Expenses oct	Bill Payment	GBP 25.14	Details >
11 Oct 2023	Hmrc paye/nic cumb	475pq00171766	Bill Payment	GBP 4.40	Details >

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INVOICE

Kirkoswald Parish Council
 14 Twickenham Court
 Carlisle
 Cumbria
 CA1 3TW
 GBR

Invoice Date
 22 Sep 2023

Invoice Number
 INV-101750

Reference
 Spraying

Campbell Logue
 8 Roods Drive
 Kirkoswald
 Penrith
 Cumbria
 CA10 1EH
 07855 571312
 ctlogue@aol.com

Description	Quantity	Unit Price	Amount GBP
To spray the Cobbles in Kirkoswald Square and other surrounding areas with herbicide as agreed on 21/22/27 May, 22/24 July & 14/21 September 2023.	1.00	475.00	475.00
To spray various areas in Renwick with herbicide as agreed on 08 June & 05 September 2023.			
		Subtotal	475.00
		TOTAL NO VAT	0.00
		TOTAL GBP	475.00

Due Date: 22 Oct 2023

Please note that terms of business are 30 days net. I have the right to charge interest after 30 days.

Please make any cheques payable to 'C T Logue' and send to the address above.

Alternatively you can pay by BACS as follows:

Sort Code: 40-36-10
 Account Number: 41435973



[View and pay online now](#)



PAYMENT ADVICE

To: Campbell Logue
8 Roods Drive
Kirkoswald
Penrith
Cumbria
CA10 1EH
07855 571312

ctlogue@aol.com

Registered Office: 8 Roods Drive, Kirkoswald, Penrith, Cumbria, CA10 1EH, GBR.

Customer Kirkoswald Parish Council
Invoice Number INV-101750

Amount Due **475.00**
Due Date 22 Oct 2023

Amount Enclosed

Enter the amount you are paying above



Moore East Midlands
Oakley House
Headway Business Park
3 Saxon Way West
Corby, NN18 9EZ

T 01536 461900

Rutland House
Minerva Business Park
Lynch Wood
Peterborough, PE2 6PZ

T 01733 397300

www.moore.co.uk

Kirkoswald and Renwick Parish Council
14 Twickenham Court
Carlisle
CA1 3TW

Invoice No.: 320113
Date: 25 September 2023
Ref: 52031/979

Payment Terms: 30 Days
VAT Number: 120 4315 30

DESCRIPTION OF SERVICES

FEE

Fixed rate fee in relation to completing the 2022/23 External Auditor's limited assurance review.

210.00

Net Fee

210.00

VAT @ 20.0%

42.00

Total Fee

£ 252.00

PAYMENT DETAILS

BACS payments to Barclays Bank, account no. 83808459, sort code: 20-67-40.

Please make cheques payable to Moore and send to Oakley House, 3 Saxon Way West, Corby NN18 9EZ

We also accept all major debit and credit cards.

Kirkoswald Parish Council

Clerk's Expenses October 2023

Postage
HMRC

VAT

Total

£ 0.75

Travel
Agendas

Miles

@per mile

52 £ 0.47

£ 24.39

Totals

£ -

£ 25.14

From: Royal Mail Support no-reply@royalmail.com
Subject: Royal Mail - Postage Confirmation for WP-1680-7898-201
Date: 26 September 2023 at 11:57
To: kirkoswaldparishcouncil@hotmail.co.uk

RS



Thank you for your order.

You have made a payment of £0.75 to the Royal Mail Group Ltd.

Reference: WP-1680-7898-201

Date & time: Tuesday, 26 September 2023 11:57

You have confirmed that you are not sending any item which is [prohibited or restricted](#) in the UK.

A summary of your purchase is set out below, and details of this purchase - along with links to re-download your documents and view your QR codes, and request refunds - will remain available for you to view for up to 21 days on the [payment confirmation page](#).

Purchased postage

Destination: HMRC Payments VAT 126, HMRC, HMRC, HMRC, BX9 1JZ

Postage service: Royal Mail 2nd Class

Postage cost: £0.75

Item must be posted by: Tuesday, 03 October 2023



Payment service provider: WorldPay

Next Steps

Option 1: If you have arranged a collection

- Make sure your item is packaged securely and that you have attached the label to your item before your scheduled collection time.
- Your item(s) will be collected by us on the selected collection day.
- If you've selected our Bring My Label option then we will bring your labels with us when we come to collect your item(s).
- If you have additional prepaid Royal Mail items on the day we collect, and you've printed the labels, just ask your postie and they may be able to take them.

Option 2: If you haven't arranged a collection then print your label at home, attach your label to your item, then drop your item off at one of the following locations:

- Drop off into a post box - available if your item is small enough, you don't require proof of postage, and you've not selected a tracked or signature service
- Drop off at one of our Parcel Postboxes - [find one near you](#)
- Drop off any item at a [Royal Mail Delivery Office](#).
- Or drop off at a [Post Office®](#) branch. Please note that some items are subject to an automatic supplementary charge when dropped off at a Post Office®, unless paid for at the time of purchase.

Option 3: Use our free label printing service available at your local Royal Mail Delivery Office

- Simply show the QR code from within your email and we will print your label for you at a [Royal Mail Delivery Office](#).
- Drop your item off at the same time.

And finally, make sure you've posted your item by the date shown on the label

For services with tracking, you can track the latest status of your item on the app or at our [Track and Trace page](#). You can find the tracking reference number above or below the barcode on your label.

If you have purchased a Royal Mail Tracked service, please note the price includes VAT at the standard rate.

Your purchase is subject to our [Terms & Conditions](#) which you have accepted: You have a right to cancel and request a refund of the purchase you have made as long as the request is submitted within 14 calendar days, and that you have not already presented the item into a Royal Mail Group network. Inappropriate or fraudulent claims for refunds will not be honoured. Royal Mail Group reserves its right to prosecute fraudulent activity relating to the Royal Mail Online Postage channel.

If you have any queries about payments, please [contact us](#). If you would like to apply for a refund, please refer to our ['Applying for a refund'](#) help article.

Thank you,
The Royal Mail Team

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Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

Income		Last Year 2022-2023				Current Year 2023 - 2024						Next Year	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
Code	Title												
1	Precept	15,615.00				15,615.00	15,372.00						
2	Parish Field	340.00				360.00	360.00						
3	The Pound	1.00				1.00							
4	Bank interest	6.68					11.46						
27	Laces						25.00						
29	VAT	124.93		124.93									
SUB TOTAL		16,087.61		124.93		15,976.00	15,768.46						

Miscellaneous		Last Year 2022-2023				Current Year 2023 - 2024						Next Year	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
Code	Title												
5	Wayleaves												
6	B4RN	7,990.00		508.12			1,050.00						
26	Miscellaneous			58.99					60.00	25.00			
SUB TOTAL		7,990.00		567.11		1,050.00			60.00	25.00			

Staff		Last Year 2022-2023				Current Year 2023 - 2024						Next Year	
		Receipts		Payments		Receipts			Payments			Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Budget	Actual	Forecast	Budget	Budget
Code	Title												
7	Salary			4,125.99					2,968.16	1,888.68	1,888.68		
8	HMRC			16.40						27.00			

Monthly breakdown of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2023 and 31/03/2024)

PAYMENTS

	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance
Income															
Precept															
Parish Field															
The Pound															
Bank interest															
Laces															
VAT															
Miscellaneous															
Wayleaves															
B4RN															
Miscellaneous	60.00	25.00												25.00	35.00
Staff															
Salary	2,968.16	309.88	319.28	314.88	314.88	314.88	314.88	314.88						2,203.56	764.60
HMRC		9.40		4.40	4.40	4.40	4.40	4.40						31.40	-31.40
Admin															
Payroll	208.60	174.00												174.00	34.60
Audit					100.00					210.00				310.00	-310.00
Travel	250.00	49.27	24.39	62.83	24.39		24.39	24.39						209.66	40.34
Expenses	110.00				15.89		2.25	0.75						18.89	91.11
Working from Home	240.00														240.00
Subscriptions	500.00			240.64	480.00									720.64	-220.64
Room rental															
Bank Charges	60.00	7.80	8.60	5.00	5.00	5.00	5.00							36.40	23.60
Event Expenditure	250.00														250.00
Training															
Training	200.00														200.00
Repairs and Maintenance															
Repairs and maintenance	1,800.00		1,800.00				13.00							1,813.00	-13.00
Grounds care								475.00						475.00	-475.00

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Dates for meetings

Kirkoswald Parish Council currently meets ten times per year with the months of January and August excluded.

I would like to suggest a couple of changes:

April

Firstly I would like to suggest that the council does not meet in April as this is the month when the new tax year starts but the new council year has not yet started.

The work of the clerk should be focused on closing down the current year finances and preparing the accounts for audit. Then working with the internal auditor to ensure that they are happy with the accounts and finally preparing the new financial year and AGAR returns for approval. The new council year then starts in May with the annual meeting, election of chair etc.

December – January

The budget cycle for the council does not tally smoothly with the dates from Westmorland and Furness council. The council sets the budget in November and from that the draft of the precept is set. The precept form is normally received in December for approval and a return in January. It would be good practice for the precept to then be formally approved in the meeting in January and signed by the chair. NB the form does not often arrive in time for the December meeting. I would like to therefore suggest that the December meeting is moved to January.

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B4RN funds

Kirkoswald Parish Council holds the funds paid to it by B4RN and the volunteer dig funds from parishioners. The current balance is £8431.88.

As the funds are held in the council's bank account they are subject to the same spending rules as any other spend that is made by the council. However, there is an expectation that the wishes of those who paid into the fund will be honoured and that councillors will agree to the suggested spend from the survey of people who paid into the fund.

The suggestions are:

Defibrillators- approximately £4500 – Councillors need to be aware that there will be an ongoing cost to the council for maintenance.

Renwick church project £2400

Benches £900

Meeting costs - £150

Leaving a balance of £481.88 currently as a contingency.

The above costs are approximate at this stage and work needs to be done to ensure that for each project the best value for money is achieved.

Section 3 - External Auditor Report and Certificate 2022/23

In respect of **Kirkoswald and Renwick Parish Council**

1 Respective responsibilities of the body and the auditor

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors

2 External auditor report 2022/23

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

It was noted on review that the announcement of the Period for Public Rights was 5 days before the approval of Section 2 of the Annual Governance and Accountability Return. Regulation 12 – 15 of the Accounts and Audit Regulations 2015 set out the order required to be followed when approving, announcing and publishing the Return and related documents in order to satisfy the Public Rights requirements. The Return must be approved prior to the Notice being published. To be able to demonstrate this, best practice is that the Notice is published no sooner than the day following the approval meeting and the Public Rights period commences no sooner than the next working day after that. We would expect the Council to consider this when completing the Annual Governance Statement next year.

Section 2 Accounting Statements appears to not have been correctly completed as box 2 does not agree to the precept information we have been provided with. Any additional funds received which are not precept, even when received from the same source at the same time, should be included in box 3. We would anticipate these figures to be amended on next year's AGAR, and suitably marked as restated to bring the change to the attention of the reader. From the 3rd party data received, box 2 should be £15,531 and therefore box 3 should be £9,943. We would expect this to be reflected in the council's response to Assertion 3 on the 2023-24 return.

Other matters not affecting our opinion which we draw to the attention of the authority:

Section 2 of the AGAR was initially submitted without Box 10 completed. This was later resubmitted with a '0' which was in line with our expectations and so there are no further concerns in this area.

Incomplete information was provided with the initial supporting data submitted for review with regards to significant variances, which was later provided on request. The parish council should in future ensure that all the necessary supporting information is provided with their annual submission.

3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

 **MOORE**

External Auditor Signature



Date

24/09/2023

KIRKOSWALD PARISH COUNCIL

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW Tel: 0750 800 1602

Email: KirkoswaldParishCouncil@Hotmail.co.uk Website kirkoswaldparishcouncil.co.uk

Visitor information point in Kirkoswald

We have received a request from the community engagement officer at Fellfoot Forward/North Pennines AONB to see if the council would support a project to support visitor businesses in the area. They are proposing to create information boards in 4 key locations, one of which would be Kirkoswald. Ideally, they would like to wall mount an information board that would hopefully inspire people to stay and make the most of the local facilities such as pubs and the shop as well as exploring the local area.

They have suggested that they could replace the current noticeboard on the wall of the Fetherston Arms. Councillors may have other sites in mind and any installation may well require permissions.

The graphics below show an indication of the type of installation that is envisaged.

Tumbling waterfalls and sweeping moorland views, dramatic dales with flower-rich haymeadows, springtime skies filled with the song of skylarks, curlews and lapwings, stone-built villages and intriguing imprints of a mining and industrial past, a place of tranquility and truly dark skies – the North Pennines has all this and much, much more.






In recognition of its special qualities the North Pennines is designated as an Area of Outstanding Natural Beauty (AONB). The area is also a UNESCO Global Geopark – highlighting its internationally important Earth heritage.



Market Place Ltd has kindly donated this shop space to the North Pennines AONB Partnership for the provision of heritage and visitor information, which has been developed as part of the Allen Valley Landscape Partnership Scheme.



KIRKOSWALD PARISH COUNCIL

Parish Clerk: Nick Phillips, 14 Twickenham Court, Carlisle CA1 3TW Tel: 0750 800 1602

Email: KirkoswaldParishCouncil@Hotmail.co.uk Website kirkoswaldparishcouncil.co.uk

Welcome to Allenheads


Allenheads was once an important part of Britain's lead mining industry and at its peak hundreds of people lived and worked here. Take a walk around the village to learn more about this busy industrial centre during its heyday.

Pick up self-guided trail leaflets (available in the cafe and pub) and learn about our history, geology and wildlife.

Enjoy exploring the Allen Valleys

The Allen Valleys are home to exceptionally important wildlife, including many of the last remaining species-rich hay meadows in England, important populations of over 600 ground and many ground-reptiles such as adders, lizards and snakes. Water vole and red squirrel are widespread in the valleys, but elusive - to see them both, you need stealth and luck!

Our world-class industrial heritage is evident over the entire landscape. There is helpful information about our past at many of our important mines, wells and Methodist chapels, all marked on the map.



North Pennines
Area of Outstanding Natural Beauty

Tumbling waterfalls and sweeping moorland views, dramatic dales with flower-rich hay meadows, springtime dales filled with the songs of skylarks, curlews and lapwings, stone built villages and intriguing remnants of a mining and industrial past, a place of tranquillity and truly dark skies - the North Pennines has it all and much, much more.

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More Information

- Places to stay, eat, shop & play... www.allenheads.org
- Places to walk, cycle, fish, watch, canoe, fish... www.allenvalleys.org.uk
- More local history... www.allenvalleysheritage.org.uk
- More about the North Pennines AONB / Global Geopark... www.northpennines.org.uk
- Map to Northumberland... www.northumberland.gov.uk

PLEASE DONATE
We hope you are enjoying your visit to Allenheads and the Allen Valleys. Please consider making a donation to help us to protect and interpret our heritage. Tel: 014261 619 to 19075 to donate. Friends of the North Pennines. Charity no. 1137467

Supporters: NORTH PENNINES LOTTERY FUNDED, Landscapes for Life, NORTH PENNINES PARTNERSHIP

Welcome to Melmerby Village Green

Melmerby Village Green is in the North Pennines, an Area of Outstanding Natural Beauty (AONB) and UNESCO Global Geopark.

The North Pennines AONB Partnership works with others to conserve and enhance the natural beauty of the area, helping look after the land for people, nature and climate.

What's special about this location?

Melmerby village green is a special invertebrate site, with a mosaic of flower rich grassland, beck and woodland habitats.

Keep an eye out for blue damselflies, ringlet butterflies and violet oil beetles.



Help protect our Area of Outstanding Natural Beauty, for generations to come.

Words on slow and sustainable tourism: *Ela sequeae lam et parchium as eos sed exaraturibus nitam quisitum landitione eum destia volo qui aliprum quae. Neque laeris dolore core volens, alibus solet, consequendo de sunt que non re dolorum, il ipsam es voloret totatet quametur?*

Protect. Respect. Enjoy.



St John the Baptist Church
Copy about location can go here xxxxxx

The Old Village Bakery
Copy about location can go here xxxxxx

Start of Walk
More extensive copy about walking route can go here xxxxxx

Shepherds Inn
Copy about location can go here xxxxxx

Melmerby Beck
Copy about location can go here xxxxxx

More extensive copy about walking route can go here xxxxxx

Melmerby Village Green
Copy about location can go here xxxxxx

Dub Stone Fold
Copy about location can go here xxxxxx

If you've enjoyed exploring Melmerby, how about a visit to nearby Long Meg, a mysterious megalithic stone circle or meandering through medieval Kirkoswald.

Supporters: NORTH PENNINES LOTTERY FUNDED, Landscapes for Life, NORTH PENNINES PARTNERSHIP

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[Insurance policy](#)

The current insurance policy expires on 9/11/2023

The current insurer (Zurich) has quoted a price of £500 for the coming year inclusive of tax.

Clear Councils insurance have quoted £515.68 for a one year policy or if we agree to insure with them for the next three years the price will be £487.27 for the first year with the subsequent years increasing in line with inflation.