

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

**Parish Council Meeting to be held at The Quaker Meeting House on
Tuesday, 7th September 2021 commencing at 7.00pm**

A G E N D A

1. **Apologies.** To receive apologies
2. **Minutes.** To consider and approve Minutes of the Meeting held on Tuesday, 6th July 2021 and receive updates on any matters arising.
3. **Declarations of Interest.** To receive any changes to Declarations of Interest of Parish Councillors
4. **Co-option of a Parish Councillor.** To consider applications received for co-option and confirm the appointment of a Councillor.
5. **Planning Applications.** To consider and comment on planning matters, including new planning applications and an update on decisions. New applications received since the last meeting are as set out below:

Application No:	Description
21/00858/FUL	Creation of a parking area and erection of a shed at number 3 Waterside Barn, to be used in association with number 2 Waterside Barn. 2 & 3 Waterside Barn, Stodday Lane. <div>No response submitted</div>

6. **Neighbourhood Plan.** To approve minor changes in wording to the Design Codes document and approve the proposed NDP submission documents. Councillor Parrett to report.
7. **LA0250 2020/21 AGAR Section 3 External Auditor Report.** To accept the External Auditor's report for 2020/21 (attached).
8. **Bailrigg Garden Village and the South Lancaster Growth Catalyst.** To consider an update on events and the current position.
9. **Flooding Issues – Long Mile Lane and Aldcliffe Hall Lane.** To consider an update on the position and progress with reaching a solution to flooding issues.
10. **Smuggler's Lane Hedge Trimming.** To consider an update on arrangements.

- 11. Public Discussion and Updates.** To adjourn the meeting for a period of public discussion and to provide any 'information only' updates on activities in recent weeks. (Note: Any matters needing a 'decision' will normally be considered as an agenda item at a future meeting).

- a) Clerk's report on activities and correspondence since last meeting
- b) Members' updates and reports since the last meeting, including:

Highways	Amenity, incl Lengthsman	Stakeholder, incl United Utilities
Ancillary	Broadband provision	

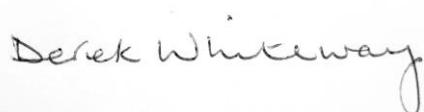
- c) Report of District and County Councillors
- d) Public discussion

- 12. Payments.** To authorise payment of the following accounts:

Payee & Detail	£
Robinson Countryside – Lengthsman services May & June 2021 (see note)	210.00
Quaker Meeting House – hire of room, 7 th September 2021 (invoice not yet received)	23.00
PKF Littlejohn – External Audit Fee 2020/21	240.00
Derek Whiteway – Parish Clerk salary and expenses, July & Aug 2021	410.56
HMRC – PAYE deductions, July & Aug 2021	98.20

Note: This invoice has been paid under delegated authority and is presented for information only

- 13. Date of Next Meeting.** To confirm the date and time of next meeting.



Derek Whiteway
Parish Clerk
Tel: 01524 64908
Email: clerk@aldcliffewithstoddaypc.org

26th August 2021

Minutes of the Meeting held on 6th July 2021 at 7.00pm at the Quaker Meeting House, Lancaster

Present: Councillor Nick Webster (Chairman)
Councillors Duncan Hall, Denise Parrett and Kevan Walton.
Derek Whiteway, Parish Clerk
No members of the public attended the meeting

21/043 Apologies for Absence

Apologies were received from Councillor Chris Norman, City Councillor Tim Dant and County Councillor Gina Dowding.

21/044 Minutes of the previous meeting

- 1) The minutes of the Parish Council Meeting held on 1st June 2021, were approved without further amendment.

Matters arising:

- 2) **21/036 – Councillors’ Roles (Bailrigg Garden Village).** The Clerk confirmed that he had written to the Clerk of Scotforth Parish Council (SPC) to accept their invitation to join in a meeting with SPC and others to discuss issues presented by BGV developments. There were no further developments to report at this stage.
- 3) **21/037(e) – Parish Council Priorities and Objectives 2021/22.** The Clerk reported that he had contacted The Lancaster Guardian regarding the previously submitted report on the Snuff Mill Lane footpath works, which has not yet been published. A response was awaited.
- 4) **21/039 - Long Mile Lane Flooding.** The Clerk confirmed that he had liaised with City Councillor Dant to share contact details of interested parties. Given the progress made by the farmers in clearing the ditch, and that a decision on proposed foreshore works was awaited from Natural England, the Clerk felt that a meeting of interested parties was unnecessary at this time.

21/045 Declarations of Interest

No further declarations were made.

21/046 Planning Applications

The following new planning application was considered:

21/00559/FUL Change of use of agricultural land to equestrian land, erection of 2 stable buildings, an ancillary storage building, boundary fencing and gates and construction of an area of hardstanding. Land Adjacent to Barn 4, Waterside Farm, Stodday Lane.

Councillor Walton queried whether the application should be 'retrospective' as he believed that some buildings had already been erected on the site. Following discussion, Councillors resolved that, subject to agreement of wording between Councillor Walton and the Clerk, a consultation response should be submitted expressing no objections to the proposed development, but querying whether the application is actually retrospective in nature.

Resolved: That a response be submitted expressing no objection to the proposed development but querying whether the application is actually retrospective in nature, given the existence of buildings already on the site.

21/047 Neighbourhood Development Plan (NDP)

Councillor Parrett provided Councillors with an update on the project. Lancaster City Council and Natural England had now responded to the draft NDP with an opinion that no further work was required. Councillor Parrett would therefore be presenting the draft Plan for formal consideration/approval at the Parish Council's next meeting, on 7th September 2021.

Councillor Parrett advised that, following the consultation process, the document now contains amendments (identified by a blue font) and a new policy in response to comments made by United Utilities regarding the treatment of surface water. The City Council was also proposing a slight change to the Design Codes document, which would be incorporated into the Parish's published version in due course.

The City Council's Consultation Officer had also replied to Councillor Parrett, confirming that the City's Elections Team would organise and run the NDP referendum and that no publicity costs would fall on the Parish Council.

Given these updates, the Clerk confirmed that he would liaise with Councillor Parrett to finalise and submit a grant application for 2021/22 to cover the remaining consultancy costs associated with finalising the process and the NDP being made.

Actions: Councillor Parrett will provide Councillors with the final draft NDP for formal consideration/approval at the meeting of the Parish Council scheduled for 7th September 2021.

The Clerk will liaise with Councillor Parrett to finalise and submit to Locality a grant application for 2021/22 to cover the remaining costs of the project.

21/048 Flooding Issues – Long Mile Lane and Aldcliffe Hall Lane.

The Chairman reported that positive news had been received from United Utilities (UU) engineers regarding the water leaking onto Aldcliffe Hall Lane. Using electronic surveying equipment, UU had traced the pipework in question and are proposing to 'sleeve' it to eliminate any leaks. The message received had been that UU were committed to remedying the problem in whatever way was necessary.

The position regarding flooding on Long Mile Lane had already been discussed to some degree under Matters Arising from the previous minutes (see Minute 21/044(4)). The Chairman reported that the work undertaken by local farmers to clear the path side ditch had reduced water levels and eased the flow from tidal water. A decision was still awaited by the Morecambe Bay Wildfowlers Association from Natural England regarding their application to undertake gully clearance work on the foreshore.

21/049 Smuggler's Lane Hedge Trimming.

The Chairman updated Councillors on discussions held with the County Council's Public Rights of Way (PRoW) Team and with the Parish's Lengthsman regarding future maintenance of the Smuggler's Lane hedges and verges.

Given that the County Council's work schedules could not guarantee when trimming work would be carried out, the PRoW Team had suggested that the Parish Council considers whether it could perform this work. The County Council already provides an annual grant of £500 to assist the Parish with certain maintenance work on public rights of way. The Lengthsman had provided the Chairman with some initial estimates for the work and had made suggestions as to how work during the 'out of season' periods might help improve the hedgerows and ease the trimming burden during the growing months.

Following discussion, Councillors resolved in principle, pending the receipt of options and detailed costings from the Lengthsman and a review of the budget, that the Parish Council should negotiate with the County Council to take on the maintenance work for a trial period.

Resolved: That the Parish Council agrees in principle to take on the maintenance of Smuggler's Lane for a trial period. The final decision is to be dependent upon receiving options and detailed costings from the Lengthsman, a review of the budget, and a satisfactory outcome to negotiations with the County Council PRoW Team.

21/050 Public Discussion and Updates

City and County Councillors' Reports

1) South Lancaster Housing Proposals

The Chairman introduced an emailed report from City Councillor Dant, which gave details of a proposed partnership agreement for a 25-year scheme to provide up to 9,185 houses on land to the South of Lancaster (including the area currently proposed for the Bailrigg Garden Village (BGV) development).

The proposals had been brought forward by Lancashire County Council, with backing and infrastructure funding from Homes England. The proposed 9,185 homes compares with the originally designated 3,500 homes for the BGV.

Lancaster City Council is being asked to sign up to a Partnership Agreement with Lancashire County Council and Homes England, by 31st August 2021 and the matter is likely to be debated at the City Council's Full Council Meeting on 28th July 2021.

In his email, Councillor Dant set out a range of questions and concerns over the proposals, which would affect the parish either directly or indirectly.

Councillors discussed Councillor Dant's report, expressing serious concern about the scale, scope, and timing of the proposals. Councillors also discussed concerns that there had been indications that these, and other developments in the district might give rise to a resurrection of plans for a 'Western By-Pass' and additional bridge across the River Lune close to the parish.

Following discussion, Councillors resolved that the Parish Council should write to the City Council's Democratic Services Officer expressing concerns over the proposals and urging the City Council not to enter into a partnership agreement. It was also agreed that Councillors should write to individually to the City Council to express their own personal views and that a flyer should be issued to parishioners advising them of the situation and urging them to make their views known.

Resolved: That the Parish Council will write to the City Council's Democratic Services Officer expressing concerns over the proposals and asking the City Council not to enter into a partnership agreement.

2) Picnic Site, Estuary Path near Stodday

Councillor Dant has proposed to make an application to the Lancaster University Wind Turbine Fund for funding to help improve the picnic area beside the Lune Estuary Multi-Use path opposite the end of the Snuff Mill Lane path. Councillor Dant suggested that an application be jointly signed by himself and the Chairman of the Parish Council.

It was suggested by Councillor Parrett, and agreed by all, that the possibility of applying to the Lancashire County Council's 'Parish Champions Fund' should also be investigated.

Resolved: That the Chairman will join City Councillor Dant in signing an application to the Lancaster University Wind Turbine Fund to help fund improvements to the picnic site.

Clerk's Report:

3) Application for a Public Brideway, Snuff Mill Lane path

The Clerk reported that a consultation invitation had been received from the County Council's PRow Team regarding an application by the British Horse Society for the above path to be adopted as a public bridleway.

Councillors discussed the application with reference to the current condition and levels of use of the path and the fact that ownership is not established. Following discussion, Councillors resolved to submit a response setting out the known features and condition of the path, which it feels the County Council should consider regarding its adoption as a public bridleway.

Resolved: A consultation response will be submitted setting out the known features and condition of the path, which the Parish Council feels should be considered by the County Council in relation to the application for a public bridleway.

4) East Lodge

The Clerk reported that he had received a response from the City Council's Empty Homes Officer stating that she would be picking up on concerns raised by the Parish Council about the condition of East Lodge.

Action: The Clerk will contact the City Council's Empty Homes in a month's time for an update.

5) The Queens' Platinum Jubilee Celebrations

The Clerk reported that he had received and circulated to Councillors an emailed brochure from the Lancashire Lieutenancy outlining planned celebrations for the Queen's Platinum Jubilee in June 2022. It was agreed that this be deferred for consideration at a later date.

Members' Updates

6) Highways (Chairman)

Nothing to report.

7) Amenity, including the Lengthsman (Chairman)

Nothing further to report.

8) Stakeholder Liaison, including United Utilities (Councillor Walton)

Councillor Walton reported that he had recently been in contact with the United Utilities' Site Manager regarding ongoing noise concerns, which were being investigated but not yet resolved. The Site Manager had invited Councillor Walton to visit the site.

9) Broadband Provision (Councillors Hall and Walton)

Councillor Hall advised that he was preparing a report for consideration at the September meeting of the Council. The Chairman reported there had been no further developments regarding the roll-out of 'full fibre' broadband connections in the parish.

10) Ancillary (Chairman)

Nothing to report.

11) Other Matters

The Chairman reported that Councillor Chris Norman had formally submitted a letter of resignation from the Council. It was agreed that the Chairman should write on behalf of the Council to Councillor Norman expressing sincere thanks for his work not only for the Council, but also in securing its establishment in 2017.

The Clerk advised that he would inform the City Council of Councillor Norman's resignation and make arrangements to advertise the vacancy.

Public Discussion:

No matters had been reported.

21/051 Payments

Payee & Detail	£
Quaker Meeting House – hire of room, 1 st June 2021 *note 1	23.00
Quaker Meeting House – hire of room, 6 th July 2021	19.00
Derek Whiteway – Parish Clerk salary and expenses, June 2021	138.02
HMRC – PAYE deductions, June 2021	30.40

Note 1 – this invoice had already been paid under delegated authority and was presented for information only.

Resolved: That the above accounts be approved for payment.

21/052 Date and venue for next meeting

The next meeting is scheduled for Tuesday, 7th September 2021 at the Quaker Meeting House, commencing at 7.00pm.

The meeting closed at 9.05pm

Clerk of the Council

Chair

Date:

Mr Derek Whiteway
Aldcliffe with Stodday Parish Council
122 North Wing
The Residence
Kershaw Drive
Lancaster
LA1 3TF

Our ref LA0250
SAAA ref SB10109

Email sba@pkf-l.com

19 August 2021

Dear Mr Whiteway

Aldcliffe with Stodday Parish Council
Completion of the limited assurance review for the year ended 31 March 2021

We have completed our review of the Annual Governance & Accountability Return (AGAR) for Aldcliffe with Stodday Parish Council for the year ended 31 March 2021. Please find the external auditor report and certificate (Section 3 of the AGAR Part 3) included for your attention as another attachment to the email containing this letter along with a copy of Sections 1 and 2, on which our report is based.

The external auditor report and certificate detail any matters arising from the review. The smaller authority must consider these matters and decide what, if any, action is required.

Action you are required to take at the conclusion of the review

The Accounts and Audit Regulations 2015 (SI 2015/234) as amended by the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404) set out what you must do at the conclusion of the review. In summary, you are required to:

- Prepare a "Notice of conclusion of audit" which details the rights of inspection, in line with the statutory requirements. We attach a pro forma notice you may use for this purpose.
- Publish the "Notice" along with the certified AGAR (Sections 1, 2 & 3) before 30 September, which must include publication on the smaller authority's website.
- Keep copies of the AGAR available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published AGAR remain available for public access for a period of not less than 5 years from the date of publication.

Fee

We enclose our fee note for the review, which is in accordance with the fee scales set by Smaller Authorities' Audit Appointments Ltd. Please arrange for this to be paid **at the earliest opportunity**.

Additional charges are itemised on the fee note, where applicable. These arise where either:

- we were required to issue chaser letters and/or exercise our statutory powers due to a failure to provide an AGAR; or
- we had to seek clarification and/or correction to supporting documentation due to a mistake or omission by the smaller authority; or
- it was necessary for us to undertake additional work.

Please return the remittance advice with your payment, which should be sent to: PKF Littlejohn LLP, Ref: Credit control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf, London, E14 4HD. Please include the reference LA0250 or Aldcliffe with Stodday Parish Council as a reference when paying by BACS.

Timetable for 2021/22

Next year we plan to set a submission deadline for the return of the completed AGAR Part 3 and associated documents (or Certificate of Exemption) in the usual way and this is expected to be Friday 1 July 2022. It is anticipated that the instructions will be sent out during March 2022, subject to arrangements for the 2021/22 AGARs and Certificates of Exemption being finalised by Smaller Authorities' Audit Appointments Limited (SAAA). Our instructions will cover any changes about which smaller authorities need to be aware.

- The smaller authority must inform the electorate of a single period of 30 working days during which public rights may be exercised. This information **must be published at least the day before** the inspection period commences;
- The inspection period **must** include the first 10 working days of July 2022, i.e. 1 to 14 July inclusive. In practice this means that public rights may be exercised:
 - at the earliest, between Friday 3 June and Thursday 14 July 2022; and
 - at the latest, between Friday 1 July and Thursday 11 August 2022.

As in previous years, in order to assist you in this process we plan to include a pro forma template notice with a suggested inspection period on our website. On submitting your AGAR and associated documentation, as was the case for this year, we will need you to either confirm that the suggested dates have been adopted or inform us of the alternative dates selected.

Feedback on 2020/21

Please note that if you wish to provide feedback, our satisfaction survey template can be used, which is available on our website on this page: <https://www.pkf-l.com/services/limited-assurance-regime/useful-information-and-links/>

Yours sincerely



PKF Littlejohn LLP

Aldcliffe with Stodday Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2021

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

<p>1. The audit of accounts for Aldcliffe with Stodday Parish Council for the year ended 31 March 2021 has been completed and the accounts have been published.</p> <p>2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Aldcliffe with Stodday Parish Council on application to:</p> <p>(a) _____ _____ _____ _____</p> <p>(b) _____ _____ _____</p> <p>3. Copies will be provided to any person on payment of £_____ (c) for each copy of the Annual Governance & Accountability Return.</p> <p>Announcement made by: (d) _____</p> <p>Date of announcement: (e) _____</p>	<p>Notes</p> <p>This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.</p> <p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p> <p>(b) Insert the hours during which inspection rights may be exercised</p> <p>(c) Insert a reasonable sum for copying costs</p> <p>(d) Insert the name and position of person placing the notice</p> <p>(e) Insert the date of placing of the notice</p>
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Mr Derek Whiteway
Aldcliffe with Stodday Parish Council
122 North Wing
The Residence
Kershaw Drive
Lancaster
LA1 3TF

Our ref LA0250
SAAA ref SB10109
Invoice no: SB20210603
VAT no: GB 440 4982 50

Email sba@pkf-l.com

19 August 2021

INVOICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2021	£200.00
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Additional charges (where applicable) as detailed on attached appendix A	£0.00
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Additional fees (where applicable) as detailed by separate cover	£0.00
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TOTAL NET	£200.00
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VAT @ 20%	£40.00
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TOTAL PAYABLE	£240.00
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PAYMENT IS DUE ON RECEIPT OF INVOICE

**For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf,
London E14 4HD**

For payments by credit transfer, our bank details are:-

HSBC Bank plc Sort Code: 40-02-31

Account number: 11070797

Account Name: PKF Littlejohn LLP

Please include LA0250 or Aldcliffe with Stodday Parish Council as the reference.

For account queries, contact creditcontrol@pkf-l.com.

Mr Derek Whiteway
Aldcliffe with Stodday Parish Council
122 North Wing
The Residence
Kershaw Drive
Lancaster
LA1 3TF

Our ref LA0250
SAAA ref SB10109
Invoice no: SB20210603
VAT no: GB 440 4982 50

Email sba@pkf-l.com

19 August 2021

REMITTANCE ADVICE

Professional services rendered in connection with the following:

Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2021	£200.00
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Additional charges (where applicable) as detailed on attached appendix A	£0.00
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Additional fees (where applicable) as detailed by separate cover	£0.00
--	-------

TOTAL NET	£200.00
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VAT @ 20%	£40.00
-----------	--------

TOTAL PAYABLE	£240.00
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PAYMENT IS DUE ON RECEIPT OF INVOICE

**For payments by cheque, please return the remittance advice with your payment to:
PKF Littlejohn LLP, Credit Control (SBA), 5th Floor, 15 Westferry Circus, Canary Wharf,
London E14 4HD**

For payments by credit transfer, our bank details are:-

HSBC Bank plc Sort Code: 40-02-31

Account number: 11070797

Account Name: PKF Littlejohn LLP

Please include LA0250 or Aldcliffe with Stodday Parish Council as the reference.

For account queries, contact creditcontrol@pkf-l.com.

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

ALDCLIFFE WITH STODDAY 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 2021, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>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.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>responded to matters brought to its attention by internal and external audit.</i>
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
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.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

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

04/05/2021

and recorded as minute reference:

21/021(2)

MINUTE REFERENCE

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

Chairman

A. Webster

Clerk

D. Whittaway

<https://aldcliffewithstoddaypc.org/>

ONLINE AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2020/21 for

ALDCLIFFE WITH STODDAY PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	10,516	5,835	<i>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.</i>
2. (+) Precept or Rates and Levies	5,200	5,400	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	369	11,967	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	2,145	2,554	<i>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.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	8,105	12,884	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	5,835	7,764	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	5,835	7,764	<i>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.</i>
9. Total fixed assets plus long term investments and assets	0	0	<i>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.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.</i> <i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>
	<input type="radio"/>	<input checked="" type="radio"/>	

I certify that for the year ended 31 March 2021 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

D. Whiceway

Date

24/04/2021

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

04/05/2021

as recorded in minute reference:

21/021(3)

MINUTE REFERENCE

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

N. J. Webster

Section 3 – External Auditor Report and Certificate 2020/21

In respect of **ALDCLIFFE WITH STODDAY PARISH COUNCIL – LA0250**

1 Respective responsibilities of the body and the auditor

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 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with 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.

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

None

3 External auditor certificate 2020/21

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 2021.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

19/08/2021

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)