



NOTICE OF MEETING

Date: 17 September 2025.

To all members of Lydiat Parish Council.

You are hereby summoned to attend a meeting of Lydiat Parish Council to be held at Lydiat Village Centre on Tuesday 23 September 2025, commencing at 6pm.

Carol Farquhar – Parish Clerk

AGENDA

- 1 **TO RECEIVE APOLOGIES FOR ABSENCE**
- 2 **MINUTES OF MEETINGS**
 - a. To approve the minutes of the Parish Council Meeting held on 22 July 2025 and authorise the Chairperson to sign them as a correct record.
- 3 **UPDATE ON MATTERS ARISING FROM THE MINUTES (FOR INFORMATION ONLY).**
- 4 **TO RECEIVE DECLARATIONS OF INTEREST**
- 5 **PUBLIC PARTICIPATION**

Adjournment for public participation.
- 6 **REPORTS OF MEETINGS (FOR INFORMATION ONLY)**
- 7 **EXTERNAL AUDIT**
 - a. To consider the External Audit report of the Annual Governance and Accountability Return (AGAR).
 - b. To publish the findings in line with the agreed process.
 - c. To agree any other actions required
- 8 **UPDATE ON A59 CORRIDOR IMPROVEMENT SCHEME**
 - a. To receive and consider any update from Sefton Council regarding the A59 Corridor Improvement scheme.
 - b. To agree any actions required.

- 9 **LYDIATE ABBEY UPDATE**
a. To receive an oral update on progress made regarding Lydiate Abbey.
b. To agree any actions required.
- 10 **UPDATE ON BOWLS MEETING**
a. To receive an oral update on the meeting held on 18 September 2025.
b. To agree any actions required.
- 11 **UPDATE ON DEFIBRILLATOR MAPPING**
a. To receive an update on the project .
b. To agree any actions required.
- 12 **CAR PARKING AT SANDY LANE**
a. To receive an oral update on the impact of car parking at Sandy Lane Park.
b. To agree any actions required.
- 13 **UPDATE FOLLOWING PERSONNEL COMMITTEE MEETING**
a. To receive an oral update on the outcome for the recent Personnel meeting.
b. To agree any actions required.
- 14 **ISSUES REPORTED TO COUNCILLORS**
a. To discuss any issues raised with Councillors since the last meeting.
b. To agree any actions required.
- 15 **PLANNING MATTERS**
a. To consider the planning applications detailed below.
b. To consider any planning application received after dispatch of the agenda.
c. To agree any actions required.

- **Erection of single storey extension to side and rear of the dwellinghouse.** 11 Huntingdon Grove Lydiate L31 4JQ Ref. No: DC/2025/01392 | Validated: Mon 01 Sep 2025 | Status: Registered
- **Proposed conservatory removal, new rear single storey extension and front porch, and conversion of existing garage** 41 Virginia Avenue Lydiate L31 2NN Ref. No: DC/2025/01263 | Validated: Wed 06 Aug 2025 | Status: Registered

Major Application

Outline planning application for landscape led development for up to 450 new homes and local centre on Land off Lambshear Lane. All matters reserved except for access. Land At Lambshear Lane Lydiate Ref. No: DC/2025/01223 | Validated: Tue 19 Aug 2025 | Status: Registered

CLERKS REPORT**16A. UPDATES**

To agree any actions required in respect of: -

- a. Staffing – terms and conditions
- b. Lifting Limits men's group funding – being managed by the Parish Council
- c. Funding for Christmas activities - £700 awarded by Park Ward Councillors for goodie bags
- d. Funding allocated from Park Ward Councillors for a defibrillator
- e. Lottery grant next steps
- f. Feedback from Lifting Limits project
- g. Green Space Update - Vandalism
- h. Quote for new path at Coronation Park £6,800+VAT

16B CORRESPONDENCE

- To consider any issues brought to the attention of the Clerk since the last meeting, including those included in the table below.
- To agree any actions required.

	From	Issue
1	Local Government Reorganisation	Local Government Reorganisation in Lancashire – Stakeholder Engagement Dear Parish Council Sector You may have seen recently (1st Sept) seen a consultation to the population of Lancashire being launched to ask for residents' views on Local Government Re-organisation. There has also been launched (8th Sept) a Stakeholder consultation aimed at stakeholder sectors, such as ours, the Town & Parish Council sector. LALC is circulating this directly to Clerks in case you do not see the consultation, or it's inserted in circular emails or other comms by your principal authorities and is missed - but also due to the very short lead times - 9th September to deadline 28th September.
2	Aintree Village parish Council	Civic and Local Business Awards Event:- Sunday 26th October 2025 at 2.00pm Old Roan Methodist Church Altway, Aintree Village, L10 2LQ On behalf of the Chairman of the Aintree Village Parish Council, Councillor Bill Bennett, I am pleased to invite the Chair of Lydiat Parish Council and guest to the Parish Council's Civic

		and Local Business Event to be held on Sunday 26th October 2025 at Old Roan Methodist Church, Altway, Aintree Village, Liverpool L10 2LQ. The Chairman very much hopes that the Chair of Lydiate Parish Council and guest will join him and his other guests in this celebration of the community of Aintree Village. If they are able to attend, could you please ask them to be seated in the Church on or before 1.45pm. Afterwards, sandwiches, tea and coffee will be served alongside the presentation of the Parish Council's 2025 Civic/Community/Local Business Awards. If you could please confirm their attendance RSPV by either Email: Clerk@Aintreevillageparishcouncil.gov.uk (with a heading of "Civic Event 2025")
3	Resident – Coronation Park	Damaged play equipment. One of three vertical twisters is not secured at the base allowing it to swing free. Dangerous Remove or repair. Playground death due to misuse of roundabout equipment
4	Nationwide Bank	Thank you for returning the Additional Information Form. We have reviewed your response, and we need some more information from you. How to share the missing information with us Please reply to this email within the next 14 days with the following information: 1. Please can you provide your most recent full accounts. 2. Thank you for informing us you would like to remove Anthony Robertson as a signatory on your account. Please complete the change of signatory form attached . 3. Please provide independently certified ID for Carol Farquhar and Liam Stoddart. We will need ID & Proof of address (these documents can be certified in branch or by an accountant/solicitor)

		4. Please provide full legal name (including middle names), the date of birth and country of residence for the following trustees & any additional that may not be listed: • Cllr. Andy Wilson • Cllr. Liam Stoddart (CHAIR) • Cllr. Ian Wilson • Cllr. Alan Kelly • Cllr. Sonia Crompton • Cllr. Paul McCord • Cllr. Barry Nixon • Cllr. Paul Bull • Cllr. John Bailey 5. Please provide a letter on head paper from your chair person that Anthony Robertson and Carol Farquha as signatory's have authority to transact on the account. 6. Please confirm the approximate value of withdrawals and deposits on the account over the next 12 months If any of the information is not available we will need details of why it cannot be provided. Where we have asked for proof of identity Please provide proof of identity using the DocuSign link we previously sent to you. If the link has expired, please provide: · Certified documents by email: Where documents have been certified by a nominated professional they can be sent to customeraccountreview@nationwide.co.uk. Please refer to the Ways to Provide Identification guidance attached. · Documents requiring certification through your local branch: Where certification is required, please take your identification documents along with a copy of the Certification of Identification Form, which can be found in the Ways to Provide Identification Guidance attached, into branch. There, a member of staff will be able to certify your identification and take copies for you. You can find your nearest branch at nationwide.co.uk/branchfinder.
--	--	---

		If we do not hear from you your account[s] will be restricted If we do not hear from you on or before 17 September 2025, your account[s] will be restricted. This means we will limit what you can do with your account[s] and [it/they] may then be closed. When we close your account, your money will be transferred to a holding account that pays no interest. If your money is transferred to a holding account, you will need to call us and may need to provide the missing information so you can take your money out. It could take up to fourteen days for you to then receive it. The terms and conditions of your account[s] allow us to do this. This information is required by 30th September 2025.
5	Government Update	Assertion 10, effective from the 2025/26 financial year, requires local councils to demonstrate compliance with UK GDPR and the Data Protection Act as part of their Annual Governance and Accountability Return (AGAR). Overview of Assertion 10 • Introduction: Assertion 10 has been added to clarify data compliance, previously covered under Assertion 3. It mandates that local councils must provide evidence of their compliance with data protection laws, specifically the UK General Data Protection Regulation (GDPR) and the Data Protection Act 2018. • Key Requirements: Local councils will need to: • Confirm compliance with UK GDPR and the Data Protection Act.

		• Process personal data lawfully and fairly, adhering to GDPR principles. • Recognize their roles as both Data Controllers and Data Processors. Implications for Local Councils • Evidence of Compliance: Councils must not only declare compliance but also provide clear and comprehensive evidence. This may involve updating policies, conducting data audits, and ensuring staff training on data protection. • Challenges: Many councils may find it challenging to meet these new requirements due to increasing workloads and tighter budgets. The need for rigorous compliance can create pressure, especially as AGAR deadlines approach. • Preparation Steps: To prepare for Assertion 10, councils are advised to: • Conduct audits of personal data processed by the council. • Implement appropriate data protection policies and training for staff and councillors. • Ensure that all digital communications and websites comply with accessibility and data protection standards. Conclusion Assertion 10 represents a significant shift in the governance requirements for local councils, emphasizing the importance of data protection compliance. Councils should proactively take steps to ensure they meet these new standards to avoid potential legal and operational
--	--	--

		challenges in the future. For further guidance, councils may consider attending webinars or training sessions focused on these changes.
6	Residents	Overgrown bushes and tree issues across Lydiate. Reported to Sefton Council.

16C FINANCE

- I. To consider the accounts payable in August 2025 as detailed in Table 1 below.
- II. To consider and accept any further accounts payable received after dispatch of the agenda.

TABLE 1 Accounts payable August 2025				
Contractual/ Statutory payments made – For information (FIXED)				
METHOD	PAYEE	DETAILS	AMOUNT £	STATUTORY PROVISION
DD	Unity E-Payment	Salaries - August 2025	£ 14,212.39	LGA 1972 s.111
DD	N.E.S.T	Pensions - August 2025	£ 1,487.36	LGA 1972 s.111
DD	Unity Trust Bank	Bank Charges - Salary Processing	£ 19.07	LGA 1972 s.111
DD	Lloyds Card	Bank Charges	£ 3.00	LGA 1972 s.111
		Total	£ 15,721.82	
Contractual / Statutory payments made – For information (VARIABLE)				
DD	Unity E-payment	Salaries - August 2025	£ 1,573.02	LGA 1972 s.111
DD	Virgin Media	Telephone and Broadband	£ 74.62	LGA 1972 s.111
DD	O ₂	Mobile Phone Charges	£ 51.19	LGA 1972 s.111
DD	Allstar	July 2025 Fuel Charges	£ 132.67	OSA 1906 s.10
DD	Water Plus	Sandy	£ 0.51	LGA 1972 s.111
DD	Water Plus	Bowls	£ 50.92	LGA 1972 s.111
DD	Water Plus	LVC	£ 201.28	LGA 1972 s.111
DD	British Gas	LVC Electricity	£ 227.15	LGA 1972 s.111
DD	British Gas	Sandy Electricity	£ 104.93	LGA 1972 s.111
DD	British Gas	Bowls Electricity	£ 51.93	LGA 1972 s.111
DD	British Gas	Gas LVC	£ 21.25	LGA 1972 s.111
		Total	£ 2,489.47	
Contractual/ Statutory payments – For approval				
METHOD	PAYEE	DETAILS	AMOUNT £	STATUTORY PROVISION
BACS	HMRC	Tax/NI	£ 3,494.16	LGA 1972 s.111
		Total	£ 3,494.16	
Invoice payments- For approval				
BACS	Clear Councils	Insurance Renewal	£ 3,704.07	LGA 1972 s.111
BACS	Amazon Business = £305.85	Supplies bought for Thursdays Mens Wellbeing Group as advised by the group leader from Grant funding	£ 184.71	LGA 1972 s.137
		Hose Extension	£ 23.97	OSA 1906 s.10
		All Weather Tape	£ 18.39	OSA 1906 s.10
		Soudal Fix all Crystal & Garden Fleece	£ 53.89	OSA 1906 s.10
		Rope	£ 24.89	OSA 1906 s.10
BACS	Cloud Next	Domain Annual Renewal	£ 60.00	LGA 1972 s.111
BACS	Master Lock	Padlock, patio door lock, brown plugs	£ 57.00	OSA 1906 s.10
BACS	T&H Power Products = £518.17	Purchase of the Handa HRG416PK	£ 365.00	OSA 1906 s.10
		Repairs and maintenance of the blower	£ 67.15	OSA 1906 s.10
		Honda Strimmer Head	£ 86.02	OSA 1906 s.10
BACS	Eyelid Productions	Annual website support	£ 100.00	LGA 1972 s.111
BACS	Southport Fire and Electrical	Fire alarm, emergency lighting and fire	£ 250.00	LGA 1972 s. 133
BACS	PKF	Audit fees	£ 1,008.00	LGA 1972 s.111
BACS	St Thomas Lydiate Leopards	Football Camp Invoice	£ 700.00	LGA 1972 s.137

BACS	Yates Playgrounds	Ridgeway Park Repairs, Kenyons Lanes Repairs and Sandy Lane Repairs	£ 3,262.80	OSA 1906 s.10
CC	Line Marker Paint	Line Marker Paint for the Pitches	£ 147.55	OSA 1906 s.10
DD	PWLB	Loan Repayment	£ 3,904.50	LGA 2003 sch1 para 2
DD	Unity Trust Bank	Limit Charge	£ 100.00	LGA 1972 s.111
Total			£ 14,117.94	
Contractual Fixed			£ 15,721.82	
Contractual Variable			£ 2,489.47	
Contractual for Approval			£ 3,494.16	
Invoices			£ 14,117.94	
Total			£ 35,823.39	

Accounts payable September 2025				
Contractual/ Statutory payments made – For information (FIXED)				
METHO D	PAYEE	DETAILS	AMOUNT £	STATUTORY PR
DD	Unity E-Payment	Salaries - September 2025	£ 11,943.30	LGA 1972 s
DD	N.E.S.T	Pensions - September 2025	£ 1,231.41	LGA 1972 s
DD	Unity Trust Bank	Bank Charges - Salary Processing	£ 19.07	LGA 1972 s
DD	Lloyds Card	Bank Charges	£ 3.00	LGA 1972 s
		Total	£ 13,196.78	
Contractual / Statutory payments made – For information (VARIABLE)				
DD	Unity E-payment	Salaries - September 2025	£ 1,123.29	LGA 1972 s
DD	Virgin Media	Telephone and Broadband	£ 76.20	LGA 1972 s
DD	O₂	Mobile Phone Charges	£ 51.19	LGA 1972 s
DD	Allstar	August 2025 Fuel Charges	£ 52.38	OSA 1906 s
DD	Water Plus	Sandy	£ 63.89	LGA 1972 s
DD	Water Plus	Bowls	£ 50.92	LGA 1972 s
DD	Water Plus	LVC	£ 75.76	LGA 1972 s
DD	British Gas	LVC Electricity	awaiting invoice	LGA 1972 s
DD	British Gas	Sandy Electricity	awaiting invoice	LGA 1972 s
DD	British Gas	Bowls Electricity	awaiting invoice	LGA 1972 s
DD	British Gas	Gas LVC	awaiting invoice	LGA 1972 s
		Total	£ 1,493.63	
Contractual/ Statutory payments – For approval				
METHO D	PAYEE	DETAILS	AMOUNT £	STATUTORY PR
BACS	HMRC	Tax/NI	£ 3,948.73	LGA 1972 s
		Total	£ 3,948.73	
Invoice payments- For approval				
BACS	Architectural Acoustic Products	Annual Service of the Partition and Repairs	£ 914.82	LGA 1972 s
BACS	RM Dent	MOT of the Ford Ranger	£ 124.00	OSA 1906 s
BACS	Amazon = £174.46	Office folders	£ 22.70	LGA 1972 s
		Address labels for 2026 diary, wallets and files	£ 56.60	LGA 1972 s
		Mens Work Trousers	£ 27.38	OSA 1906 s
		Office Clips	£ 2.00	LGA 1972 s
		Protective Office File	£ 7.54	LGA 1972 s
		Wall Calendars 2026, diaries, planner stickers and expanding folder	£ 47.86	LGA 1972 s
		6 point socket	£ 10.38	OSA 1906 s
		Total	£ 1,213.28	
		Contractual Fixed	£ 13,196.78	
		Contractual Variable	£ 1,493.63	
		Contractual for Approval	£ 3,948.73	
		Invoices	£ 1,213.28	
		Total	£ 19,852.42	

16D BANK BALANCES

- To note the bank balance as of the end of August 2025.

17

Bank Reconciliation as at August 2025

Unity Trust	
Balance at end of previous month 2025	£117,657.50
plus income	£28,340.04
less expenditure	£36,309.76
Equals Balance at end of month	£109,687.78

Bank balance per statements:

Unity Trust Bank	£128,788.09
less presented	£19,100.31
Equals bank balance at end August 2025 Unity Trust	£109,687.78

Unity Trust Savings	£95,143.95
Interest	TBC
transferred to UT CA	£0.00
equals Balance at end of August	£95,143.95

Barclays Bank

Balance at end previous month	£ 19,378.79
Barclays bank income	£0.00
Transfer to Unity Trust	£0.00
Expenditure	£0.00
Barclays Balance end month	£ 19,378.79

Nationwide	£84,268.77
interest	TBC
Total Bank Balance	£84,268.77

Total Bank Balance August 2025	£308,479.29
---------------------------------------	--------------------

Date and Time of Next Meeting

- Tuesday 21 October 2025 at 6.00 pm



Lydiat Parish Council Meeting

Minutes of meeting held on Tuesday 22 July 2025 at 6.00 pm.

PRESENT: Chairperson Cllr Stoddart.
Councillors Nixon, Bull, McCord, I Wilson

IN ATTENDANCE: Carol Farquhar Clerk to Lydiat Parish Council

103/2025 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Kelly, A Wilson, Crompton and Bailey.

104/2025 MINUTES OF MEETINGS

It was resolved that the minutes of the Parish Council meeting held on 24 June 2025 be approved and authorise the Chairperson to sign them as a true record.

105/2025 UPDATE ON MATTERS ARISING FROM MINUTES (for information only)

None

106/2025 DECLARATIONS OF INTEREST

None

107/2025 PUBLIC PARTICIPATION

A member of the public requested advice on installing cycle stands outside the shops at the Weld Blundell and Coronations Road shops.

108/2025 REPORTS OF MEETINGS

- a. Cllrs I Wilson and Crompton met with the Federation of Bowls to look at cost saving measures. A report was requested for the next meeting, September 2025.

- b. Cllrs Bull and Bailey attended the presentation on the proposed new school at the Lydiate Primary school site. Subject to planning the work will begin January 2026 to the end of 2027. The information is to be put on our Facebook page. Comments required to the consultation by 25th July 2025.
- c. Cllr Nixon has been approached to request if any space is available for a dementia friendly café. Assistant Clerk to investigate.
- d. Cllr I Wilson has had a number of meetings regarding the defibrillator mapping progress and will present an update to the next meeting.
- e. Cllr Nixon, I Wilson, Crompton, Bailey and McCord attended the police funding event. £3000 was agreed for a young person football programme over the summer school holiday.

109/2025 UPDATE ON A59 CORRIDOR IMPROVEMENT SCHEME

It was resolved that:-

- a. Advice on play equipment has been offered by Sefton Council, which will be accepted.
- b. A further report be presented to the next meeting.

110/2025 LYDIATE ABBEY UPDATED

It was resolved to: -

- a. Note that a copy of the 2023 condition report has now been provided by Sefton Council. This will be discussed at the next Abbey Group meeting on 5th February 2025. It was noted that the estimated cost of repairs was around £400K in 2023.
- b. Ask the Clerk to pause work on a Heritage Lottery bid until the information above has been assessed.
- c. Note that Historic England has opened discussions regarding the classification of the Abby as a Building at Risk.
- d. Note that Liverpool University School of Architecture will be undertaking a design project at the Abbey during the first semester of 2025.
- e. Note that a meeting has been requested with the Solicitor and Surveyor from the Archdiocese.
- f. A further update will be presented to the next meeting.

111/2025 QUARTER 1 CASH FLOW 2025/26

It was resolved to agree and accept the cash flow to 30 June 2025.

112/2025 RESERVES POLICY

It was resolved to

- c. To agree and accept the Reserves Policy 2025- 2027.
- d. Allocate funding as per the policy towards CCTV at Sandy Lane in 2025/26
- e. Review the policy and allocations again towards the end of the financial year.

113/2025 EDUCATION SCHEME – DANGEROUS DRIVING

It was resolved to request a further update to a future meeting on progress made.

114/2025 ISSUES REPORTED TO COUNCILLORS

- a. Cllr McCord reported overflowing bins at coronation shops. A request for additional bins needs to be submitted by the Borough Councillors.
- b. Cllr Bull received a request to put signage on the field opposite the Village Centre to prevent access. This is private land so not within the Parish Councils Remit.

115/2025 PLANNING MATTERS

It was resolved to note the following planning application:-

- **Rebuild of porch, and alterations to garage.** 37 Virginia Avenue Lydiate L31 2NN Ref. No: DC/2025/01033 | Validated: Wed 25 Jun 2025 | Status: Registered

116/2025A CLERK'S REPORT

It was resolved to:-

- a) Pay a member of staff one extra hour pay on Saturdays to empty the bins at Coronation and Sandy Lane play areas as well as undertaken checks at these sites.
- b) Note the issues raised in respect of car parking at Sandy Lane. It was resolved to undertake a monitoring programme over the summer period to understand the implications of the use of the gate. Additional staff time will be paid to undertake these activities.
- c) Note the continued ASB at Coronation Park and report these incidents to Merseyside Police on every occasion an issue occurs.

116/2025B CORRESPONDENCE

It was resolved to:-

	From	Issue	Action
1	Calbarrie Compliance	Notification of PAT testing	Noted
2	Architectural Heritage fund	Notification of unsuccessful bid for Lydiate Abbey	Noted
3	Sefton Council	Bootle Area Action plan. Comments by 5pm 15 August 2025	Noted
4	Planning Inspectorate	Order granting development consent for Mona Offshore Wind Farm. Planning Act 2008 sections 117 and 117	Noted
5	Resident	Hedges require cutting at Sandy Lane canal end. Sefton council have not taken action, request for assistance from Lydiate Parish Council.	Hedge cutting has begun
6	Defib shop	Notification of delay in receiving new batteries. No delivery time not known.	Noted
7	Bill Esterson MP	A constituent has contacted the Office of Bill Esterson MP regarding parking during scheduled matches on the Sandy Lane pitches. They are concerned that the car park is closed during the matches and that this is forcing a considerable amount of cars onto local roads causing hazards for those crossing. They state that the car park is always shut and completely empty. Is it possible for this to be reviewed? The constituent also raises that the hedges are overgrown. I appreciate that not all of these will be the responsibility of LPC and some are privately owned. Would it be possible to trim any that are LPC responsibility in the vicinity of the park? I will progress the other issues with Sefton Highways.	Clerk to respond setting out the actions and issues

I. Accounts Payable

It was resolved to: -

a. Approved the accounts for payment due in June 2025 as detailed in the table below.

Accounts payable July 2025				
Contractual/ Statutory payments made – For information (FIXED)				
METHOD	PAYEE	DETAILS	AMOUNT £	STATUTORY PROVISION
DD	Unity E-Payment	Salaries - July 2025	£ 11,845.72	LGA 1972 s.111
DD	N.E.S.T	Pensions - July 2025	£ 1,200.67	LGA 1972 s.111
DD	Unity Trust Bank	Bank Charges - Salary Processing	£ 18.59	LGA 1972 s.111
DD	Lloyds Card	Bank Charges	£ 3.00	LGA 1972 s.111
		Total	£ 13,067.98	
Contractual / Statutory payments made – For information (VARIABLE)				
DD	Unity E-payment	Salaries - July 2025	£ 1,095.68	LGA 1972 s.111
DD	Virgin Media	Telephone and Broadband	£ 73.97	LGA 1972 s.111
DD	O ₂	Mobile Phone Charges	£ 51.19	LGA 1972 s.111
DD	Allstar	June 2025 Fuel Charges	£ 83.56	OSA 1906 s.10
DD	Water Plus	Sandy	£ 67.85	LGA 1972 s.111
DD	Water Plus	Bowls	£ 50.54	LGA 1972 s.111
DD	Water Plus	LVC	£ 66.21	LGA 1972 s.111
DD	British Gas	LVC Electricity	£ 226.57	LGA 1972 s.111
DD	British Gas	Sandy Electricity	£ 93.63	LGA 1972 s.111
DD	British Gas	Bowls Electricity	£ 49.72	LGA 1972 s.111
DD	British Gas	Gas LVC	£ 22.00	LGA 1972 s.111
		Total	£ 1,880.92	
Contractual/ Statutory payments – For approval				
METHOD	PAYEE	DETAILS	AMOUNT £	STATUTORY PROVISION
BACS	HMRC	Tax/NI	£ 2,521.98	LGA 1972 s.111
		Total	£ 2,521.98	
Invoice payments- For approval				
BACS	Amazon Business = <u>£337.06</u>	Plastic wallets	£ 6.99	LGA 1972 s.111
		Printer ink, Ground Pegs and rubber Mats	£ 168.84	OSA 1906 s.10
		Fuel Hose Pipe	£ 2.98	OSA 1906 s.10
		Disposable cups	£ 21.84	LGA 1972 s.111
		Office pens and Speaker for LVC	£ 38.99	LGA 1972 s.111
		Printer paper, note books, cold packs for football camp	£ 97.42	LGA 1972 s.111

BACS	Total Timber = <u>£211.38</u>	Par Softwood	£ 7.38	OSA 1906 s.10
		Anti Slip Ply Wood	£ 204.00	OSA 1906 s.10
BACS	TCA	Payroll	£ 90.00	LGA 1972 s.111
BACS	T&H Power Products = <u>£125.62</u>	Honda Engine Generator Repairs	£ 30.00	OSA 1906 s.10
		Stihl Strimmer equipment repairs and maintenance	£ 76.42	OSA 1906 s.10
		Replacement Chain	£ 19.20	OSA 1906 s.10
BACS	Calbarrie = <u>£132.00</u>	PAT testing for Sandy Lane	£ 66.00	LGA 1972 s.111
		PAT testing for Bowling Green	£ 66.00	LGA 1972 s.111
BACS	Sefton Council	Grounds Maintenance SLA	£ 724.50	OSA 1906 s.10
BACS	NW Sports Pitch & Groundcare Ltd	Sandy Lane Restoration	£ 1,200.00	OSA 1906 s.10
BACS	Net World Sports	Goal Posts and Line Marker Machine	£ 1,735.00	OSA 1906 s.10
CC	Iceland = <u>£151.60</u>	Community Food Shop	£ 49.10	LGA 1972 s.111
		Community Food Shop	£ 48.30	LGA 1972 s.111
		Community Food Shop	£ 54.20	LGA 1972 s.111
CC	Line Marker Paint = <u>£341.98</u>	White Line Marker	£ 194.39	OSA 1906 s.10
		Blue Line Marker	£ 147.59	OSA 1906 s.11
		Total	£ 5,049.14	
		Contractual Fixed	£ 13,067.98	
		Contractual Variable	£ 1,880.92	
		Contractual for Approval	£ 2,521.98	
		Invoices	£ 5,049.14	
		Total	£ 22,520.02	

II. Bank Balance

Bank Reconciliation as at June 2025

Unity Trust

Balance at end of May 2025	£164,906.06
plus income	£52,484.87
less expenditure £85,000 transferred to UT SA*	£106,645.85
Equals Balance at end of month	£110,745.08

Bank balance per statements:

Unity Trust Bank	£111,997.14
less presented	£1,252.06
Equals bank balance at end June 2025 Unity Trust	£110,745.08

Unity Trust Savings	£10,053.70
Interest	£90.25
£85,000 transferred to UT SA*	£85,000.00
equals Balance at end of June	£95,143.95

Barclays Bank	
Balance at end March	£ 39,378.79
Barclays bank income	£0.00
Transfer to Unity Trust	£20,000.00
Expenditure	£0.00
Barclays Balance end June	£ 19,378.79

Nationwide	£84,150.68
interest	TBC
Total Bank Balance	£84,150.68

Total Bank Balance June 2025 **£309,418.50**

117/2025 DATE OF NEXT MEETING

Tuesday 23 September 2025 – the Parish Council Meeting at 6.00pm

The meeting ended at 20:00

Agenda Item 7



Discussion Paper to: Lydiat Parish Council Meeting

Date: 23 September 2025

Prepared by: Carol Farquhar, Clerk to the Council

Subject: External Audit for the year ended 31 March 2025

Purpose

- To approve, accept and publish the Annual Return and Certificate for the period ending 31 March 2025.
- To note and approve the cost of undertaking the audit when the fee is provided.

Context

PKF Littlejohn LLP our external Auditors have now completed the Parish Council annual return. There are four matters of concern that have been raised which have been detailed in the annex.

The cost for undertaking the audit has been set by PKF Littlejohn LLP at £840 plus VAT.

The annual return has been attached as annex 1

Recommendation

That the Annual Return and Certificate for the year ended 31 March 2025 to be approved, accepted and published.

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

Lydiat 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 2025, 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.	✓		<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.	✓		<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.	✓		<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.	✓		<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.	✓		<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.	✓		<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.	✓		<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.	✓		<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.	Yes	No	N/A
			✓

***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:

27/5/2025

and recorded as minute reference:

76/2025

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

Chair

Clerk

www.lydiatparishcouncil.gov.uk ONLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2024/25 for

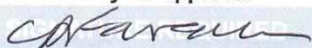
Lydiate Parish Council

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	166,842	175,116	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. 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	210,270	227,100	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	64,104	93,099	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	182,332	202,995	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	8,105	7,936	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	75,663	90,110	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	175,116	194,274	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	180,702	191,262	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	1,667,874	1,672,498	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	93,750	90,000	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)				The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 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

19/5/2025

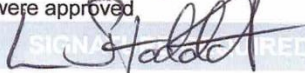
I confirm that these Accounting Statements were approved by this authority on this date:

24/05/2025

as recorded in minute reference:

77/2025 REFERENCE

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



Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of **Lydiate Parish Council - LA0132**

1 Respective responsibilities of the auditor and the authority

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 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

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 2024/25

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 2025.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

06/08/2025