

HALSALL PARISH COUNCIL


Members of the Parish Council are summoned to attend the Annual Meeting of Halsall Parish Council on Wednesday 13th May at 7:30 pm at Memorial Hall. Cross Lane. Halsall

		Plaud to transcribe meeting	
1.		Introductions and Apologies for Absence	
2.		Declarations of Interest	
3.		Appointments and Acceptance of Office	
	3.1	Appointment of Chair	
	3.2	Appointment of Vice Chair	
4.		Open Forum	
	4.1	West Lancs Borough Councillors	
	4.2	Open Public Forum	
5.	5.1	Appointments of Representatives to Outside Bodies	
	a)	Ormskirk Foundation Trust currently Cllr D. Adams	
	b)	Lancashire Association of Local Councils & NALC currently Cllrs R. Brookfield & M. Lyons	
	c)	Shirdley Hill Community Association currently Cllrs N. McCarthy-Thomason	
	5.2	Appointments to Committees and Working Groups	
	a)	Finance currently Cllrs M. Lyons, E. Wright.	
	b)	HR currently Cllrs M. Lyons, & P. Barker	
	c)	Transport & Road Safety currently Cllrs N. McCarthy-Thomason, R. Brookfield, & B. Roberts	
	d)	Propose to close: Flooding currently Cllrs E. Wright, R. Brookfield & D Adams	
	e)	Propose to close: Healthy Halsall currently Cllrs. M. Lyons & B Roberts	
	g)	Propose to close: Environment and Biodiversity WG currently Cllrs M. Lyons & P Barker	
	h)	Halsall News currently Cllr N McCarthy-Thomason	
	i)	Woodland Project currently Cllrs P. Barker, D Adams, L. Stephenson & T. Atlay	
6.		Confirm other S.O. Items Required at an Annual General Meeting (Standing Orders items 5 M i to xxi)	
	6.0	To confirm and sign the minutes of meeting 8th April 2026	

6.1	Review of Standing Orders & Financial Regulations	
6.2	Review of asset register 2026	
6.3	Review of Insurance policy schedule 2026 Council & Trust have joint £10M of Employer's Liability and Public Liability insurance until 30/9/2026 as part of a 3-year (until 30/9/2027) with Clear Councils (Aviva) so the policy will be automatically renewed this year.	
6.4	Review of Subscriptions (LALC & NALC) The Council paid £445.17 in subscriptions to LALC & NALC in 2024/25. £470 has been allocated in the 2026/27 budget.	
6.5	Review of Council Policies (all on Website) Complaints Policy Data Protection Policy Halsall News Policy Health & Safety Policy Reserves Policy Risk Management Policy IT Policy Document Retention policy Vexatious Policy Halsall News Policy	
6.6	Review of S137 grants The Council awarded a total of £3642.88 in S137 Grants, £315.00 in S19 Grants and spent £4488.28 in WLBC CIL funds. The budget for the S137 and S19 grants for 2026/7 is £5000.00	
6.7	To agree Time and Place of Calendar of meetings May 2026-May 2027	
7.	Discuss and agree on any matters arising from Parish Clerk's Report	
7.1	First aid box and CCTV signage has been installed at St Aidan`s.	
7.2	Storage unit delivered to St Aidan`s Hall, the marquees to be removed from the Memorial Hall kitchen and stored within St Aidan`s.	
7.3	£50 Amazon voucher purchased for Keith Wright.	
7.4	Audit sent to J`O`Donahue, first part of AGAR prepared.	
7.5	Quotation for perspex panels for St Aidan`s lower walls, 1200mm x 600 mm £25.00. Not including fitting.	
7.6	£45.00 spent on the clerk`s laptop to remove a virus.	
8.	To receive reports from Representatives to outside Bodies and agree on any actions arising;	
8.1	Lancashire Association of Local Councils (LALC)	
8.2	Ormskirk Foundation Trust	
8.3	Shirdley Hill Community Association	
9.	To receive reports from Working Groups and agree any actions arising;	

9.1	Finance	
9.2	Human Resources	
	Adverts for Co-option of a new councillor have been placed in the noticeboards, Halsall News and Facebook. Closing Date 24th May. June 10th Selection meeting.	
9.3	Traffic and Road Safety	
9.4	Flooding	
9.5	Healthy Halsall	
9.6	Environment & Biodiversity Working Group	
9.7	Halsall News	
9.8	Woodland project	
10.	Planning Applications	
10.1	Applications	
	<p>Rural West Ward Parish: Halsall Application No: 2026/0250/LBC Date Valid: 27 March 2026 Proposal: Listed Building Consent - Replacement external door. Site Location: La Mancha House, 106 Renacres Lane, Halsall, Ormskirk, Lancashire. Applicant: Mr Derry Green Decision Level: Delegated to the Assistant Director of Planning and Regulatory Services for determination unless Member requests consideration by Planning Committee</p> <p>Rural West Ward Parish: Halsall Application No: 2026/0275/FUL Date Valid: 31 March 2026 Proposal: Conversion of garage into living accommodation, a single storey extension and the erection of a detached domestic outbuilding containing a single garage, gym and garden store. Site Location: Weaver House Bridge, 10 Morris Lane, Halsall, Ormskirk, Lancashire. Applicant: Mr & Mrs Alex & Zara Heyes Decision Level: Delegated to the Assistant Director of Planning and Regulatory Services for determination unless Member requests consideration by Planning Committee</p> <p>Rural West Ward Parish: Halsall Application No: 2026/0283/FUL Date Valid: 16 April 2026 Proposal: Erection of New Wooden Outbuilding. Site Location: 54B Heathey Lane, Shirdley Hill, Halsall, Ormskirk, Lancashire. Applicant: Karen Hellier-Martin Decision Level: Delegated to the Assistant Director of Planning and Regulatory Services for determination unless Member requests consideration by Planning Committee</p> <p>Rural West Ward Parish: Halsall Application No: 2026/0315/FUL Date Valid: 17 April 2026 Proposal: Two storey extension to front. Site Location: 176A Renacres Lane, Halsall, Ormskirk, Lancashire, L39 8SQ. Applicant: Mrs Michelle Luk Decision Level: Delegated to the Assistant Director of Planning and Regulatory Services for determination unless Member requests consideration by Planning Committee</p> <p>Rural West Ward Parish: Halsall Application No: 2026/0332/FUL Date Valid: 23 April 2026</p>	

		<p>Proposal: Demolition of existing attached single-storey garage and erection of replacement attached single-storey garage with ancillary utility room and shower room accommodation, including a modest enlargement to the footprint. Site Location: 11 Summerwood Lane, Halsall, Ormskirk, Lancashire, L39 8RG. Applicant: Miss Laura Jackson Decision Level: Delegated to the Assistant Director of Planning and Regulatory Services for determination unless Member requests consideration by Planning Committee</p>
	10.2	Any planning applications published on day of the meeting
	10.3	To Note Recent Planning Decisions
11		Finance
	11.1	To approve the schedule of payments May 2026
	11.2	To review the spend to date report April i2026
	11.3	To approve the Bank Reconciliation
	11.4	Independent Review of Bank Balances
	11.5	To note the VAT126 Claim for 2025/26 of £1302.50
12.		2025-26 Internal and External Audits
	12.1	To accept the report of the Internal Auditor
	12.2	To consider an Action Plan for Auditor's Recommendations
	12.3	To appoint J. O'Donoghue as Auditor for 2026/7
	12.4	To approve payment of Internal Audit at a cost of £250
	12.5	To approve the submission of External Auditor's Reports
	a)	Section 1 AGAR Report 25-26
	b)	Section 2 AGAR Report 25-26
	c)	Annual Internal Audit Report (AIAR) to External Auditor
	d)	Bank Reconciliation Report
	e)	exercise of Public Rights
	f)	Variances Report
13.		To consider a S137 grant application from the SHRA for £500, to help towards the cost of the warm space lunchclub.
14.		To consider a S137 grant application from The Frogs for £47.50 to cover the cost of a brown bin.
15.		To approve transfer of Interest to Reserves from: CIL £47.35 Precept £35.95 Total interest received (inc reserves acc interest) £183.25

16.		To consider a S137 grant application from Halsall proud & tidy for £500 for the upkeep of public areas in the village.	
17.		To Approve quotation for the repair work in St Aidan`s toilets, following the damage to the walls due to damp issues. £728.00 plus vat	
18.		To discuss any email issues councillors are having with the new email addresses.	
19.		To note, Scribe initial payment £537.60 has been paid. Direct debit set up @ £44.40 per month.	
20.		To note. Annual parish meeting to be held on 27th May 2026 at the Memorial hall.	
21.		Notice of Information-Only Items	
22.		Date and time of next meeting	
		Next meeting will be 10th June at St Aidans Hall.	
		Authorised by	
			
		Cathy Smith, Parish Clerk.	
		<p>All present will act respectfully towards every other person present and will not act in a manner that demeans, insults, threatens or intimidates him or her. All statements, questions and responses, challenges to statements, complaints or criticisms must be related to the facts of the matter and not personal in nature.</p> <p>Members of the public disturbing a Council meeting will be asked by the Chair to desist in disrupting the meeting. If the behaviour continues Council can resolve, without discussion, that the person(s) withdraw from the meeting or be removed. If a meeting becomes unmanageable because of interruption, or it is impossible to continue due to disturbance or disregard for the Chair's instructions, the Council can and will resolve to either close the meeting for a period or have the meeting recalled for another date.</p>	

HALSALL PARISH COUNCIL

Minutes of the Parish Council meeting held on Wednesday 8th April at 7:30pm at St Aidan's Hall, Renacres Lane, Halsall.

Present: Cllr M.Lyons (Chair) Cllr N. McCarthy-Thomason (Vice Chair), Cllr P. Barker, C. Smith (Clerk), S.Donnely (Asst clerk) Cllr L. Stephenson, Cllr D.Adams, Cllr T Atlay, Cllr E. Wright and seven members of the public.

Information given and permission granted from all attending for the meeting to be transcribed via Plaud.

1.Introductions and Apologies for absence

Apologies received from Cllr B.Roberts.

Absent, Cllr R. Brookfield.

LCC L.Graham arrived at 7.36pm.

2. Declarations of Interest. Cllr.E. Wright declared an interest in item 8.1

3. Open Forum.

3.1 West Lancs Borough Councillors No reports.

3.2 Open Public Forum Chair proposed change to the agenda to allow for items requiring input from the public to be discussed first. This was agreed.

Item 8.1

2026/0163/OUT 18 March 2026 Proposal: Outline Application - Outline Planning Permission for development of 72 dwellings with associated access, estate road, open space, biodiversity area, flood risk and external Site location: Land To Rear Of New Cut Lane , New Cut Lane, Halsall.

New Cut Lane spokesperson presented compiled objections.

Highway safety: Five entry/egress points within ~50 meters before Guildford Road lights; risks to traffic, sightlines, pedestrians, and cyclists.

Ecology: Limited bat survey area; request for comprehensive bat and full ecological surveys; mention of TPOs; peat as significant carbon sink.

Foul water: Plan to connect 72 dwellings to existing system without capacity survey; historic surcharge events pushing sewage onto Newcut Lane.

Privacy/amenity: Overbearing proximity near New Cut Close; 21 m separation issues; call for more sympathetic layout and reduced heights.

Conclusion: Action group will submit formal objections. Parish Council to submit own comments and ask Borough Councillor to call in the application for committee consideration and site visit.

LCC Leon Graham reported that there had been reports of flytipping at a farm in New Cut Lane, He is waiting for confirmation from the farmer, it is believed to be a structure made up of hardcore and rubble that has been collected over time and will be used for a new project at the farm.

1 Signed.....Date.....

Return to scheduled agenda.

4. To confirm and sign the Minutes of the meeting [2026 11 Mar minutes](#) Approved.

5. Discuss and agree on any matters arising From the Parish Clerks report.

5.1 £25.00 spent on flowers for a resident who injured her hand on a table in St Aidan`s Hall.(Hall was on hire to SHCA) Approved

5.2 £150.00 spent on a second hand laptop for new assistant clerk. Approved.

5.3 £65.00 spent on annual boiler service at St Aidan`s. Approved.

5.4 Double plug fitted in St Aidan`s Kitchen at a cost of £73.00. Approved.

5.5 £14.21 spent on cleaning materials. Approved.

5.6 PAT testing has been carried out in the hall at a cost of £90.00. To be discussed in item 11. Approved.

5.7 Noted progress on [HPC action list. 3](#) closed, 6 carried forward.

6. To receive reports from Representatives to outside bodies and agree on any actions arising;

6.1 Lancashire Association of Local Councils (Cllrs R. Brookfield & M. Lyons) Nothing to report.

6.2 Ormskirk School Foundation Trust (Cllr D. Adams)
Issues were reported from the meeting held on 18th March
£14,700 awarded across 12 grants; overall positive. Concerns that school management is not adhering to lease (e.g. events potentially contrary to lease).
Separate meetings to be arranged with the school.

6.3 Shirdley Hill Community Association (Cllr N. McCarthy-Thomason)
Cllr Noel McCarthy-Thomason, Cllr D.Adams, and local residents Mr John Ellison and Mr Alan Williams, were thanked for their hard work in the painting of St Aidan`s Hall. Clerk to get quotations for perspex sections to cover the bottom of the hall walls for protection from scuffing.
Noted.

7. To receive reports from Working Groups and agree any on any actions arising;

7.1 Finance (Cllrs M. Lyons, E. Wright)

2 Signed.....Date.....

Clerk to review and pay cleaners increment from 1st April 2026. Approved.

7.2 Human Resources (Cllrs M. Lyons, & P. Barker)

Clerk and assistant clerks contracts are all signed. Clerk to carry on at 20 hours per week until 1st May 2026, due to staff training, year end audit and AGAR. Approved.

Cllr K.Wright has resigned, the council wished him well. West Lancashire Council have been informed and the position for a new councillor is to be advertised on Halsall notice boards for fourteen days, thereafter to advertise on the council's website and social platform.

7.3 Traffic and Road Safety (Cllrs N. McCarthy-Thomason, R. Brookfield, & B. Roberts)

Concerns were raised over the motorbike activity on and around Renacres Lane, excessive speeding. Clerk to contact local police officer and try to gain support for further action.

7.4 Flooding (Cllrs E. Wright , D, Adams & R. Brookfield)

No Business.

7.5 Healthy Halsall

No Business.

7.6 Environment & Biodiversity Working Group (Cllr M. Lyons, P. Barker)

No Business.

7.7 Halsall News (Cllr N.Mccarthy-Thomason)

To maintain bi-monthly publication schedule, first edition May/June. enforce page limits to 44. Some concerns over the deliveries have been reported for the December issue, Cllr N McCarthy to review.

Local Government Act 1972 s142, power to provide newsletter.

8. Planning applications

8.2 Any planning applications on the day of the meeting.

Ward: Rural West Ward Parish: Halsall Application No: 2026/0240/FUL Date Valid: 25 March 2026 Proposal: Demolition of Existing Outbuilding and Erection of Replacement Outbuilding Site Location: Holt Farmhouse, 273 Carr Moss Lane, Halsall, Ormskirk, Lancashire. Applicant: Mr & Mrs John & Hayley Davenport Decision Level: Delegated to the Assistant Director of Planning and Regulatory Services Services for determination unless Member requests consideration by Planning Committee.

The Parish Council has no comments on this application.

8.3 To note recent Planning Decisions

3 Signed.....Date.....

WARD:- Rural West Ward PARISH:- Halsall Application: 2025/0998/PIP
Decision: Permission in Principle Refused Proposal: Application for Permission in Principle for up to 3 no. dwellings at the land Adj To Model Farm, Plex Lane, Halsall, Ormskirk, Lancashire, L39

WARD:- Rural West Ward PARISH:- Halsall Application: 2025/1049/FUL
Decision: Planning Permission Granted Proposal: Single storey extension at front side and rear. Location: 32 Summerwood Lane, Halsall, Ormskirk, Lancashire, L39 8RJ

WARD:- Rural West Ward PARISH:- Halsall Application: 2026/0058/LDC
Decision: Cert of Lawfulness (EXISTING) Granted Proposal: Certificate of Lawfulness - Use of glasshouses, yard and buildings for B8 Use. Location: Land To The Rear Of 19, Summerwood Lane, Halsall, Lancashire.

9.0 Finance

9.1 To approve the [2026 Apr schedule of payments](#)

Agreed.

9.2 To review the [Spend to date april 2026](#)

Clerk explained that the final payment of £5604.00 has been transferred to precept for the earmarked to reserves as follows:

£1500.00 Solicitors costs for the Woodland.(£500 paid)

£2000.00 Grant for St Cuthberts (disabled ramp)

£1000.00 Elections

£1104.00 Defib replacements 2027

Agreed.

9.3 To approve the [2026 Apr bank rec](#)

Agreed.

9.4 Independent Review of Bank Balances. Cllr E Wright had circulated bank balances.

Agreed.

10. Woodland Project. (Cllrs D. Adams, L. Stephenson, T. Atley & P.Barker)

The draft Constitution is still with the solicitor.

Our solicitors are still waiting for documentation from the seller's solicitors. Set a firm deadline for constitution review, to obtain regulator guidance on bank arrangements and trustee documentation. Noted.

Local Government Act 1972 s124 (1) parish council may acquire by agreement any land... (b) for the benefit, improvement or development of their area.

11. PAT testing, to be carried out on an annual basis. As we hire out to the public it is recommended as `best practice` that we have the procedure carried out annually. Approved.

4 Signed.....Date.....

12. Payment of £144.00 ILCA exam for Clerk. Passed August 2025, funded from the training budget. Approved.

13. Railings at St Cuthberts school, New Street. LCC Leon Graham has visited the site and agreed that the railings need to be extended. The information has been forwarded to West Lancs for consideration. Noted.

14. Quotation for cleaning of the gutters and car park. Gutters and Boards £120.00 Car park £330.00 Approved.

15. St Aidans hall requires two new 6ft tables at a cost of £34.99 each. Approved.

16. A Local resident has made an enquiry about the purchase of Cross lane, Halsall. A similar attempt in 2019 progressed to solicitors but was withdrawn. Prior valuation noted at 10,000; last agreed price discussed was 18,000; speculation that 20,000 might be achievable. Motivations include resurfacing/maintenance costs and event parking issues; resident seeks a security gate. Concerns over maintaining public/essential access (residents, farmers, bins, ambulances). Trusteeship and need for public consultation discussed. Responsibilities for road maintenance and access rights unclear; suggestion to verify deeds/covenants.
Conclusion: Information-only; further documentation to be circulated; public consultation required if trustees proceed.

17. S19 to the Memorial Hall for £1300.00 for the flagging, pressure washing to the building and the toy storage unit. Approved.

18. £75.00 paid to the Memorial hall trust for the meetings held by the Halsall Parish at the Memorial Hall. Approved.

19. Notice of information-only items.

a) Cllr N McCarthy has successfully been appointed the village agent for Halsall. The village agents provide support, guidance or information on groups, benefits and health information.

b) Village halls week 20th March. An event attended by Clerk & Cllr N McCarthy, informing councils and trusts of grants that are available.

20. Date & time of next meeting

Next meeting will be on 13th May 2026 at the Memorial Hall, 7.30pm.

Meeting closed: closed 21.10pm

Cost Code	Budget 26/27 £	Spend to Date 26/27 £	Available 26/27 £	
01 Income				
Precept	12	45,049	23,241	21,808
Refund salary costs	10	8,144	946	7,198
CIL receipts	11	0	0	0
Council support	13	0	0	0
Concurrent grant	14	0	0	0
C/fwd from Reserves	15	2,000	0	2,000
Hall hire	16	4,000	720	3,280
Interest received	18	750	0	750
Other income	19	4,000	721	3,279
VAT refund	126	1,000	0	1,000
Receipts to date		64,943	25,627	39,315
Less CIL		64,943	25,627	
02 Staff Costs				
Clerk's salary	21	19,500	2,514	16,986 Tax/Ees NIC for Jan/Feb/Mar 26 included (£1242)
Assistant clerk's salary	28	0	300	-300 Tax/Ees NIC for Mar 26 included (£34)
Cleaner's salary	27	4,282	351	3,930
Employers NIC	22	2,200	680	1,520 Ers NIC for Jan/Feb/Mar 26 included (£680)
Clerk's mileage	23	150	0	150
Staff office expenses	24	700	179	521
Staff training	25	400	144	256
Staff recruitment	26	50	0	50
03 Councillors' Costs				
Chair's allowance	31	200	25	175
Mileage	33	50	0	50
Expenses	34	50	0	50
Training	35	300	0	300
04 Subscriptions & Legal Costs				
Audit/Accountancy costs	41	1,730	448	1,282
Subscription LALC	42	470	0	470
ICO	43	47	0	47
Provision for elections	44	1,000	0	1,000
Legal/Planning fees	45	3,000	0	3,000
Music licence	46	600	386.4	214
Bank charges	69	84	7	77
05 Externals Cost & Maintenance				
Rem Sunday/War Memorial	51	1,100	0	1,100
Bus shelters & seats	52	350	0	350
Noticeboards/Web hosting	55	800	0	800
Spids	56	300	0	300
Maintenance open spaces	57	4,500	320	4,180
Defibrillator costs	58	300	0	300
06 Property Costs				
Electricity	61	1,200	45	1,155
Gas	62	1,200	0	1,200
Water	63	720	30	690
Internet	64	560	90	470
Mobile phone	65	150	0	150
Insurance/Inspection/Fire	66	3,000	0	3,000
Hygiene/Waste	67	1,200	0	1,200
Window cleaning	68	500	0	500
07 St Aidan's Costs				
Cleaning supplies	72	300	0	300
St Aidan's property costs	73	3,000	163	2,837
08 Grant Payments				
S137 (Anyone)	81	5,000	0	5,000
S19 (Only MH)	82	1,500	1,480	20 Apr 26 Item 17
S142 (Halsall News & printing)	83	4,300	395	3,905
S133 (Meetings at MH)	85	150	75	75
CIL Projects		0	0	0
VAT on CIL Grants		0	0	0
VAT on other payments		0	193	-193 Expenditure posted net in Scribe
Payments to date		64,943	7,826	57,116
Less CIL		64,943	7,826	
Balance b/fwd	01/04/2026		35,267	
Receipts to date			25,627	
Payments to date			7,826	
Balance c/fwd			53,068	
Balance per Bank Statements	30/04/2026		53,068	

Schedule of Payments						
HALSALL PARISH COUNCIL			February	for	13th May	meeting
Chair	M Lyons		Signed			
Independent			Signed			
Received Date	Minutes Ref	Bank Date	Expenditure Category	Amount	Payee	Notes
					Use Clerk & Cleaner for FOI redaction	
Changes since last month : Highlighted						
(Manual List) Direct Debits						
		1st Month	Easy Websites (Go Cardless)	63.36	Easywebsites	Monthly
		3rd Month	Open Space maintenance	320.00	Forshaw	Monthly
		3rd Month	Printing Halsall News	as claimed	Moulton	Monthly (standard £345)
		8th Month	National Broadband (Go Cardless)	42.00	Nat Broadband	Monthly
		9th Month	Electricity	as claimed	Octopus	Monthly
		15th Month	Scribe	44.40	Scribe	Monthly
		21st Month	Gas	as claimed	EON	Monthly
		monthly	Water	as claimed	Everflow	Quarterly
		last day month	Bank Charges	7.00	Unity	Monthly
		end of quarter	HMRC Tax & Employers N.I.	as claimed	HMRC	Quarterly
		end of quarter	Hygiene/waste	102.59	WLBC	Quarterly
		July	Hygiene/waste	as claimed	Millennium service	Annually (was 269.59)
		15th October	Information Commissioner	47.00	ICO	Annually (was £35)
(Manual List) Paid under Delegated Authority (not listed on the Agenda)						
		28th	27 Cleaner Salary	345.72	Cleaner	(Gross salary standard month)
		28th	21 Clerks Salaries	1,595.13	AG Clerk	(Gross salary standard month)
		28th	10 Salary Transfer from Trust	945.54	Trust	1/3rd Gross Salaries (0.3333)
		28th	Window Cleaning	40.00	P Walsh	monthly via Clerk's expenses
		28th	23 Clerk's Expenses	as claimed	Clerk	monthly
		28th	15 Cleaner's Expenses	as claimed	Cleaner	monthly
		28th	23 Member's Expenses	as claimed	as claimed	monthly
(Automatic Filter) Payments Awaiting Approval						
Date	Minutes / Date	Bank Date		Amount		Payee

Halsall Parish Council

Approved by: Date:

Bank Reconciliation at 30/04/2026

Cash in Hand 01/04/2026 35,266.55

ADD

Receipts 01/04/2026 - 30/04/2026 25,627.39

60,893.94

SUBTRACT

Payments 01/04/2026 - 30/04/2026 7,826.08

A Cash in Hand 30/04/2026 53,067.86 (per Cash Book)

Cash in hand per Bank Statements

Petty Cash 30/04/2026 0.00

halsall parish council 30/04/2026 0.00

Current Account (20471376) 30/04/2026 1,656.36

CIL (20471392) 30/04/2026 7,635.06

Reserves (20478586) 30/04/2026 24,499.64

Precept (20471389) 30/04/2026 19,276.80

53,067.86

Less unrepresented payments

53,067.86

Plus unrepresented receipts

Adjusted Bank Balance 53,067.86 B

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

HALSALL PARISH COUNCIL AUTHORITY

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

	Agreed			'Yes' means that this authority:
	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 have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			<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	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
	✓			
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✓			<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

*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:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

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

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2025/26 for

HALSALL PARISH COUNCIL NAME OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	36,286	28,460	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	29,436	36,860	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	30,123	27,166	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	20,184	25,471	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	47,202	31,748	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	28,460	35,267	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	28,460	35,267	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	191,542	191,542	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

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

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

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

SIGNATURE REQUIRED

DD/MM/YYYY

Date

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

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

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

SIGNATURE REQUIRED

Halsall Parish Council Asset Register

Halsall Parish Council Asset Register from 31st March 2025 to 31st March 2026

NALC Financial Regulation 2019 s14.2 defines assets to be managed by Parish Council as property over the value of £250. For inventory and insurance purchases, lesser value historical items are collated under "Contents of St Aidan's Hall".

Regulations for Fixed Assets and Equipment are sections 5.57 to 5.69 JPAG Manual for Audit and Accountability. Some key points; The Register should contain; Date of acquisition, cost of acquisition, useful life estimate and location. It is desirable to show insurance value, replacement costs, date last physical check.

Gifts received at zero cost should be included with a nominal one-pound (£1) value.

Commercial concepts of depreciation, impairment adjustments, and revaluation are not required nor appropriate

Total value of an authority's assets recorded on the asset register as at 31 March each year is reported at Line 9 on the authority's AGAR.

July 23 Updated with new items purchased for refurbishment of St Aidan's Hall
 Nov 23 Donate Childrens' Play equipment to Halsall War Memorial Playing Field and Hall charity
 Nov 23 Install 4G internet system

Dec 24 Update with new Insurance company (Aviva) values. Add assets held in Trust on behalf of Halsall War Memorial charity

Asset	Date of Acquisition / Disposal	Asset Description	Purchase Cost	Location	Insurance Value to 30/9/2025	Last reviewed
1	Not known	Wooden seat	449	Summerwood Lane (Coffin's Rest)		Dec 2025
2	Not known	Wooden seat	449	St Cuthbert's Church. Summerwood Lane		Dec 2025
6	Not known	Bus shelter	1,798	Halsall Road/Plex Moss Lane junction		Dec 2025
7	Not known	Bus shelter	1,798	Gregory's Garage, Halsall Road		Dec 2025
8	Not known	Bus shelter	10,543	Shirdley Hill		Dec 2025
9	Not known	Bus shelter	8,582	Halsall Road by War Memorial monument		Dec 2025
10	Not known	Flag pole	1,011	Memorial Playing Field, Halsall Road		Dec 2025
		Total Street Furniture	24,630		£72,000	
		Wooden seat removed (2025)				
11	Not known	War Memorial	25,271	St Cuthbert's Church. Summerwood Lane		Dec 2025
12	Not known	Memorial Gates	14,382	Memorial Playing Field, Halsall Road		Dec 2025
13	Not known	Memorial Gates posts and small wall	12,636	Memorial Playing Field, Halsall Road		Dec 2025
		Total War Memorials	52,289		£120,338	
14	1977	St Aidan's Hall	104,724	Renacres Lane, Ormskirk, L39 8SF	£340,326	Dec 2025
15		<u>Contents of St Aidan's Hall</u>		St Aidan's Hall, Renacres Lane		
	Not known	St Aidan's Hall - Tables				Dec 2025
	Not known	St Aidan's Hall - Chairs				Dec 2025
	Not known	St Aidan's Hall - Vacuum Cleaner				Dec 2025
	Not known	St Aidan's Hall - Electric Urn				Dec 2025
	Not known	St Aidan's Hall - Crockery and cutlery				Dec 2025
	July 2023	St Aidan's Hall - 2x Electric Hand Dryers				Dec 2025
	July 2023	St Aidan's Hall - Fridge				Dec 2025
	November 2024	St Aidan's Hall Oven				
		Total Contents St Aidan's Hall	9,484	Renacres Lane, Ormskirk, L39 8SF		
16	July 2023	Electric screen and projector	1	Donated projector and screen		Dec 2025
17	July 2023	Amplifier & Speakers	302			Dec 2025
18	Nov 2023	4G Roof Aerial and Router	299			Dec 2025
		Total Contents St Aidan's Hall	10,086	Renacres Lane, Ormskirk, L39 8SF	£33,000	
19	10/11/2023	New Play Equipment	29,067	Halsall War Memorial Playing Field & Hall charity	£92,627	10/11/2023
		TOTAL	191,729			

Assets held by Halsall Parish Council as Sole Trustee of Halsall War Memorial Playing Field & Hall charity #521111

		Halsall Recreation Grounds and Hall	0	Halall Recreation Ground, Halsall Road, L39 8RN	£527,822	Dec 2025
		Snooker Club building	0		£87,995	Dec 2025
		Groundsman Hut	0		£4,327	Dec 2025
		Wooden Storage Hut	0		£3,818	Dec 2025
19	10/11/2023	Playground Equipment	0		£111,152	Dec 2025

Smaller authority name: _____

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

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026

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

NOTICE	NOTES
<p>1. Date of announcement _____ 30th May 2026 _____ (a)</p> <p>2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review. Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to:</p> <p>(b) Cathryn Smith (Clerk & RFO) St Aidans, Renacres Lane, Halsall L39 8SF _____</p> <p>commencing on (c) Wednesday 3 June 2026 _____</p> <p>and ending on (d) Tuesday 14 July 2026 _____</p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none">• The opportunity to question the appointed auditor about the accounting records; and• The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 30 Churchill Place London E14 5RE sba@pkf-l.com</p> <p>5. This announcement is made by (e) Cathryn Smith Responsible financial officer.</p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and exactly 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority</p>