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9th April 2026

Dear Councillor,

You are hereby summoned to attend the next meeting of Kirkland Parish Council for the purpose of transacting the following business. To be held on **20th April 2026 at 7.00pm.**

A M. Nicholls

Clerk to the Parish Council

ANNUAL PARISH COUNCIL MEETING/ Followed by Parish Council Meeting

AGENDA

1. Election of Chairman

2. Election of Vice Chairman

3. Apologies for Absence

To accept apologies for this meeting.

4. Declaration of Interests

Councillors are asked to declare any interests on agenda matters and reminded that any change in interests must be notified to the clerk within 28 days.

5. Minutes of the Previous Meeting

Councillors are asked to accept the minutes of 26th January 2026 and the Extra Ordinary Meeting 16th March 2026 sent by email, for your approval.

6. Public Participation

Standing Orders will be adjourned to allow guests and residents to speak.

Residents requesting to speak

Standing Orders will be resumed.

7. Dates of future Parish Council meetings

Councillors are asked agree and accept the dates for future meetings which will take place at Kirkland Memorial Hall at **7.00 pm** unless a change is agreed by the Parish Council.

8. Election Of Representatives

Responsible Financial Officer – Parish Clerk

Cheque Signatures – Cllr. Davies

Internal Auditor –

Representative on the Memorial Hall Committee

Representative on the School House Trust

Representative on the Wyre Area Lancashire Association of Local Councils

Representative on Churchtown in Bloom

Representative on Churchtown Flood Action Group

Defibrillator

Followed by the Parish Council Meeting

9. Declaration of Interests

Councillors are asked to declare any interests on agenda matters and reminded that any change in interests must be notified to the clerk within 28 days.

10. Churchtown Monument

To discuss the quote to inspect and place an insurance value on the Monument.

11. Appointment of Parish Clerk

A recruitment package needs putting in place to run adverts etc

(Clerk emailed SLCC suggested package to Members)

Councillors need to set an interview date and method?

12. SpID data analysis.

13. Update on path from Village Hall to School.

14. Blooms entry fees and costs for the RHS Britian in Bloom competition.

15. Parish councillor co-option (the process of appointing a new councillor to fill a vacancy without a by-election). Currently one candidate

16. Finance

Audit 2025 – 2026

To review and sign the Certificate of exemption for the AGAR 2023/24 Form 2

To sign the certificate of exemption for External Audit

Bank reconciliation to 31st March 2026

Accounts, bank reconciliation, internal scrutiny reports to 31st March 2026

Electronic copies delivered; Councillors are asked to scrutinise these documents?

Receipts since the last meeting:

Councillors are asked to consider the following payments;

Please note payments for the Churchtown Flood Group and Churchtown in Bloom are from funding and not Kirkland Parish Council, who administers these funds.

Receipts since the last meeting:

Jan	Bank Interest	£9.30
Feb	Bank Interest	£8.01
Mar	Bank Interest	£8.50
Jan	Lottery January	£18.00
Feb	Lottery February	£17.00
Mar	Lottery March	£17.50

Standing Orders and Direct Debits

Easy Web Sites January	£30.36
Easy Web Sites February	£30.36
Easy Web Sites March	£30.36

Staff Costs January	£274.02
Staff Costs February	£274.22
Staff Costs March	£274.22

14/01/2026	Towers & Gornall	Payroll 23283	£48.60
26/01/2026	Wyre Borough	Gambling licence for Bloom	£20.00
27/01/2026	A Nicholls	Expenses	£6.75
30/01/2026	Rob Ward	Lengthsman January 2026	£45.00
30/01/2026	A Nicholls	A Nicholls January 2026	£248.02
30/01/2026	A Nicholls	A Nicholls January 2026 working from home	£26.00
02/02/2026	Easy Web	Website	£30.36
28/02/2026	A Nicholls	A Nicholls February 2026	£248.22
28/02/2026	A Nicholls	A Nicholls February 2026 working from home	£26.00
02/03/2026	Easy Web	Website	£30.36
02/03/2026	Rob Ward	Lengthsman February 2026	£418.80
16/03/2026	A Nicholls	Defib Pads	£94.19
16/03/2026	A Nicholls	Stationery for new year	£8.00
18/03/2026	A Nicholls	Ink Cartridges	£44.90
29/03/2026	Rob Ward	Lengthsman March 2026	£630.30
29/03/2026	A Nicholls	A Nicholls March 2026	£248.22
29/03/2026	A Nicholls	A Nicholls March 2026 working from home	£26.00
29/03/2026	A Nicholls	Expenses	£4.50
29/03/2026	HMRC	Tax	£186.20

17. Verbal Reports for information

Report from the representative on Kirkland Memorial Hall
 Report from the representative on The School House Trust
 Wyre Area Lancashire Association of Local Councils
 Churchtown in Bloom
 Parish Lengthsman
 FLAG

18. Agenda for next meeting

Any items that will need a resolution will be deferred to the next meeting and placed on the agenda to allow information on the subject to be gathered

19. Questions for other members