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20th January 2026

Dear Councillor,

You are hereby summoned to attend the next meeting of Kirkland Parish Council for the purpose of transacting the following business at Kirkland Memorial Hall. To be held on **26th January, 2026 at 7.00pm, this will be by the Chairman.**

A M. Nicholls

Clerk to the Parish Council

A G E N D A

1. Apologies for Absence

To accept apologies for this meeting.

2. Declaration of Interests

Councillors were asked to disclose any interests on matters to be considered at this meeting and reminded to update changes in their interests within 28 days. No interests were declared.

3. Minutes of the Previous Meeting 10th November 2025

4. Public Participation

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

Residents requesting to speak

Wyre Councillors

County Councillor Tomlinson

Standing Orders will be resumed.

5. To discuss the Cross, the condition and insurance value for replacement

6. Highways/ Road issues

7. Donation Request:-

Kirkland And Catterall Memorial Hall

The Memorial Hall committee requests a donation towards the grass cutting

Children's Festival

The Children's festival have made a request for a donation towards the road closure

Donation request from St Helens Church

The Church has requested a donation towards the up keep of the grounds

8. Audit 2025

- To pass a resolution to agree the Parish Councils assets 2025
- To pass a resolution to agree the Parish Councils Financial Regulations 2025
- To pass a resolution to agree the Parish Councils Risk Management 2025
- To pass a resolution to agree the terms of reference for the Internal Auditor 2025
- To pass a resolution to appoint an Internal Auditor 2025
- To pass a resolution to agree the Internal Auditor and Fee 2025

9. External Audit

To resolve if Kirkland Council has a smaller authority, where the higher of all gross annual income or gross annual expenditure does not exceed £25,000 and meets the **qualifying criteria as set out in the Certificate of Exemption wants to declare exemption from External Audit.**

10. Clerk

To note the retirement date for the Clerk 31st August 2026

11. SpID Update

To review the SpID

12. Finance

Bank reconciliation to 31st December 2025

Accounts, bank reconciliation, internal scrutiny reports to 31st December 2025

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

Receipts since the last meeting:

Nov	Bank Interest	£10.90
Dec	Bank Interest	£11.30
Nov	Lottery November	£14.00
Dec	Lottery December	£17.50

Standing Orders and Direct Debits

Easy Web Sites November £30.36

Easy Web Sites December £30.36

Staff Costs November £274.22

Staff Costs December £274.22

29/10/2025	Colin Crosss	Newsletter	£123.60
31/10/2025	A Nicholls	A Nicholls October 2025	£248.22
31/10/2025	A Nicholls	A Nicholls October 2025 working from home	£26.00
31/10/2025	Rob Ward	Lengthsman October 2025	£630.00
03/11/2025	Easy Web	Website	£30.36
10/11/2025	Towers & Gornall	Payroll	£48.60
11/11/2025	A Nicholls	RBL DONATION & EXP,	£54.50
13/11/2025	K Davies	BLOOM AWARDS	£64.00
28/11/2025	A Nicholls	A Nicholls November 2025	£248.22
28/11/2025	A Nicholls	working from home	£26.00
01/12/2025	Easy Web	Website	£30.36
01/12/2025	Xmas Direct	additional Christmas lights	£212.99
02/12/2025	K Davies	CHRISTMAS PROP	£8.99
31/10/2025	Rob Ward	Lengthsman November 2025	£504.00
02/12/2025	K Davies	CHRISTMAS TREE , 1/3rd rest donations	£50.00
04/12/2025	K Davies	HEALTH AND SAFETY box cover	£22.85
09/12/2025	HMRC	Tax	£186.00
15/12/2025	Rob Ward	Lengthsman December 2025	£108.00
30/12/2025	A Nicholls	A Nicholls December 2025	£248.22
30/12/2025	A Nicholls	working from home	£26.00

Payment made by Bank Transfer
Payments to be made by Bank Transfer 27th January 2026
Parish Clerks expenses £6.75

13. Verbal Reports for information

Kirkland Memorial Hall
The School House Trust
Wyre Area Lancashire Association of Local Councils
Churchtown in Bloom
Parish Lengthsman
Feedback on the Parish Christmas Tree
Update bridge over the river wyre

14. Agenda for next meeting

15. Suggested dates of future meetings to be confirmed

23rd March 2026

1st June 2026

27th July 2026