



Chairman: Cllr C Nicholson

Clerk: Sarah Kyle, Hill House, Walton, Brampton, CA8 2DY
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23rd September 2022

A meeting of Stanwix Rural Parish Council is to be held on: **Wednesday 28th September 2022 in the Village Hall, Houghton at 7.30pm.**

This is a public meeting and all members of the public and press are welcome.

Yours faithfully

A handwritten signature in black ink, appearing to be 'SK', written over a horizontal line.

Sarah Kyle

Clerk & Responsible Financial Officer

Agenda

1. Apologies for Absence

To receive written apologies and approve reasons for absence

2. Minutes of the Annual Meeting of the Parish Council held on 13th July 2022

To resolve to authorise the Chairman to sign to approve the accuracy of the minutes – [attached](#)

3. Declarations of Interest and Request for Dispensations

- a) The Clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest and to
- b) receive declarations by members of interests in respect of items on this agenda

4. Public Participation

In accordance with Standing Order 3e the Chairman will, at his discretion:

- a) invite members of the public to address the meeting in relation to the business to be transacted at this meeting; and
- b) receive reports from City and County Councillors

5. Planning Matters

5.1 To ratify responses made out with the PC meeting – [attached](#):

22/0594 Timberwell Lodge, Crosby Moor, Crosby on Eden, Carlisle, CA6 4QX - Erection Of Detached 3 Bay Garage

22/0676 Ronelea, 12 Houghton Road, Houghton, Carlisle, CA3 0LA - Non Material Amendment Of Previously Approved Application 22/0310

22/0688 St Johns Church, Crosby on Eden, Carlisle - Erection Of Single Storey Extension To Provide WC Together With Internal Alterations

22/0680 Land adjacent to Meadow Cottage, Tarraby, Carlisle CA3 0JS – Erection of 2no. Dwellings

5.2 To note Permission Notices Received:

22/0409 Norfels, Crosby on Eden, Carlisle, CA6 4QY - Erection Of Agricultural Steel Portal Building

22/0222 Houghton House Farm, Houghton, Carlisle, CA6 4DX - Refurbishment Of Existing Farmhouse, Bothy & Cart Shed To Non-Residential; Demolition Of Woodstore, Barn & Shed; Erection Of 1no. Dwelling, New Garaging, Landscaping & Rerouted Public Footpath

22/0483 5 Chestnut Grove, Linstock, Carlisle, CA6 4RS - Erection Of Single Storey Rear Extension To Provide Boot Room, Lobby And W.C. (Revised Application)

5.3 To Note Withdrawn Applications

20/0385 Houghton House Farm, Houghton, Carlisle, CA6 4DX - Erection Of Detached Garage And Change Of Use Of Former Dairy To Ancillary Domestic Use Together With The Formation Of A Ha-Ha

5.4 To Consider Updates with Ongoing Planning Applications

19/0452 - L/A Croft House Brunstock

22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings With Associated Parking, Landscaping, Drainage And Surface Water Attenuation, Public Open Space And Access

6. Administrative Matters

6.1 Community Governance Complaint

To ratify the above submission

6.2 Stanwix Village Council

To ratify the Parish Council response and press/social media statements – [previously circulated](#)

7. Village Matters

7.1 Houghton Wildlife Group

To consider approval of plans to plant wildlife friendly areas throughout the parish – [attached](#)

7.2 Tree Inspection

To consider the tree inspection report and authorise expenditure for urgent works – [schedule attached](#)

8. Clerk's Report

To receive a report from the Clerk, detailing progress with matters from the last meeting – [attached](#)

9. Finance Matters

9.1 Payments

To authorise the payment of invoices and to note the bank reconciliation as listed in the payment schedule – [attached](#)

9.2 Completion of Audit

To resolve to note the completion of the external auditor and receipt of the certificate and report for 2021/22. Also, to note the display of the conclusion of notice of audit on a noticeboard and the website prior to the end of September 2022 – [attached](#)

9.3 Parish Council Grant Scheme 2022/23

To authorise the opening of the second round for grant applications

10. Councillor Matters

An opportunity for Councillors to raise issues on behalf of residents in their ward.

Note: no decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council.

Future agenda items should be submitted to the Clerk by 3rd October 2022

11. Date of Next Meeting

To resolve that the next meeting of the Parish Council be held on Wednesday 12th October 2022 at 7.30pm in the Parish Hall, Crosby-on-Eden

STANWIX RURAL PARISH COUNCIL
Minutes of a Meeting Held on Wednesday 13th July 2022 at 7:30pm in the
WI Hall, Linstock

PRESENT

The Chairman Cllr C Nicholson, Cllr's H Phillips, E Leitch, A Robinson, C Savory and N Watson.

IN ATTENDANCE

County Cllr J Mallinson. City Cllrs E Mallinson and F Robson. The Clerk, S Kyle.

SR 214/07/22 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr A Coles. City Cllr P Nedved also sent apologies.

SR 215/07/22 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 8 JUNE 2022

Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Council.

SR 216/07/22 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

A previously granted dispensation for Cllr Robinson remains current, with regards to planning application 22/0297.

SR 217/07/22 PUBLIC PARTICIPATION

City Cllr E Mallinson reported on the following issues:

- Brampton Road, from the art college to the top of Longlands Drive, would be closed from 25th July to 5th August (excluding weekends). The diversion route map was provided to the Clerk for onward publication.
- Concerns with nuisance vehicles in Rickerby Park had been noted, as had problems with parking, particularly during football games.
- Negotiations are continuing regarding planning application 22/0297, with particular regard to the access road.
- Additional funding has been made available to combat anti-social behaviour, particularly graffiti, which is being investigated by the Police
- NHS England has confirmed that there is no business case need for an additional Stanwix pharmacy
- Primary schools north of the river had confirmed spare school places, including Houghton, although the changing nature of the data was confirmed.

Cllr Leitch thanked the ward members for their assistance in preventing overnight parking in Rickerby Park and noted that the parking problems during football were acute.

SR 218/07/22 PLANNING MATTERS

212.1 Resolved to ratify responses made out with the PC meeting:

22/0409 Norfels, Crosby on Eden, Carlisle, CA6 4QY - Erection of Agricultural Steel Portal Building

22/0434 Stonedale Farm, The Green, Houghton, Carlisle, CA3 0LN - Erection of General-Purpose Implement Store and Extension to Existing Hardstanding

22/0483 5 Chestnut Grove, Linstock, Carlisle, CA6 4RS - Erection of Single Storey Rear Extension to Provide Boot Room, Lobby and W.C. (Revised Application)

218.2 Resolved to note permission noticed received:

22/0301 Land at Warwick Holme, Aglionby, Carlisle, CA4 8AP - Reprofiting of Existing Flood Defence Embankment

22/0150 Gosling Sike Farm, Houghton Road, Houghton, Carlisle, CA3 0LD - Erection of Detached Wooden Building to House A Seed Bank

22/0384 The Orchard, Houghton House, Houghton, Carlisle, CA6 4DX - Variation of Condition 2 (Approved Documents) Of Previously Approved Application 21/0195 (Three Storey Side Extension to Provide Stairwell/Link Leading to Kitchen on Ground Floor, Living Room with Terrace on First Floor & 1no. En Suite Bedroom Above on Second Floor; Provision of Powered Access Gates to Existing Entrance) To Amend The Design

22/0375 Green Acres, High Knells, Houghton, Carlisle, CA6 4JW - Demolition of Existing Carport and Greenhouse; Erection of Side Extension to Provide Car Port with Balcony/Terrace Above.
Erection Of Single Storey Detached Store Building to Rear

22/0331 The Craig, Linstock, Carlisle, CA6 4PY - Erection of Detached Garage with Extended Hardstanding Driveway

218.3 Resolved to Consider Updates with Ongoing Planning Applications:

19/0452 - L/A Croft House Brunstock

No update was provided.

21/1143 - Land Adjacent to Meadow Cottage, Tarraby, Carlisle CA3 0JS

The Chair reported he had attended the Development Control Committee to object to this application, however the application had been granted planning consent.

22/0297 Land to the east of Lansdowne Close/Lansdowne Court, Carlisle - Erection Of 101no. Dwellings with Associated Parking, Landscaping, Drainage and Surface Water Attenuation, Public Open Space and Access
This item was covered under public participation.

SR 219/07/22 ADMINISTRATIVE MATTERS

219.1 Speed Indication Device

Consideration was given to approving a recommendation from the Finance/Risk Working Group to approve the expenditure required to purchase a speed indication device, with solar panel and data collection. Three quotations had been obtained and the local company, Pandora, was suggested as the supplier of choice.

Resolved to authorise expenditure of £3220 on the above. County Cllr Mallinson was thanked for his kind offer to donate some grant funds towards the project. Highways consent for installation on a lamp post is to be sought.

219.2 Bus Timetables

Cllr Phillips updated members regarding planned timetable changes to the Houghton bus service, noting that many services on the two provided routes were infrequently used and were unviable to continue. It was however noted that the 10.04am service was the most supported and had been withdrawn.

Resolved to write to Stagecoach to request that consideration be given into re-routing a later bus to enable the restoration of the 10.04am service.

SR 220/07/22 VILLAGE MATTERS

220.1 Houghton Village Green Damage

Consideration was given to the purchase of boulders, for installation on Houghton Village Green to attempt to prevent vehicular damage.

Resolved to authorise expenditure, dependent on weight, estimated to be in the region of £800. Consideration is also to be given to installing signage to direct users to the correct Village Hall car park entrance.

220.2 Linstock Play Equipment

The Finance/Risk Working Group had reviewed three quotations for the purchase of new swings for Linstock Village Green.

Resolved to authorise expenditure of £12,643.19 on new swings from Sovereign Play Equipment. City Cllr E Mallinson was thanked for her offer of a donation towards the project.

220.3 Smithy Croft Footway

Complaints had been received regarding the overgrown footway between Houghton Road and Smithy Croft.

Resolved to report to the correct authority.

SR 221/07/22 CLERK'S REPORT

Drains, Linstock

A report that a problem with the drain that takes the water away from Linstock Village Green was received, noting that the drain was blocked down the side of the motorway embankment. No clarity on ownership between United Utilities and Highways was available. The matter had been raised with Highways.

Trees

Concerns had been raised regarding the lane past the church at Houghton, which was reported to have become overgrown and unable to safely carry two-way traffic. Similar concerns regarding the road from Brunstock to Brampton were also raised. The issues had been raised with Highways.

Bench, Crosby

A report had been received that a bench in The Garth, Crosby-on-Eden, was in a state of disrepair. Efforts were ongoing to trace the owner.

White Moss Wood

The Parish Council were approached by a company looking to undertake management on the woodland. They had been advised to speak to Natural England in the first instance.

Goalposts

Three new sets of goalposts have been delivered and are waiting for installation in Houghton, Crosby and Linstock.

Centurions Presentation Day

Consent had been applied for and granted for the above on Houghton Village Green, which took place following receipt of the necessary documentation.

Willow Tree

following 2 near miss incidents of spontaneous branch failure, works are ongoing to establish the viability of a willow tree on Houghton Village Green. It was agreed that a price for a full inspection from BHA trees should be obtained.

SR 222/07/22 FINANCE MATTERS

222.1 Payments

Resolved that the following payments be approved:

Sarah Kyle	July salary & reimbursements	£1349.05
HMRC	July PAYE	£196.61
NEST	July Pension	£98.58
Houghton in Bloom	Bench Painting	£38.00
B Smith	Noticeboard Repairs	£60.00
CALC	Training	£15.00
Houghton Village Hall	Grant	£240.00
Equiphase	Domain renewal	£17.00
R Gordon	Audit	£108.00
Play Inspection Company	Quarterly Inspection	£168.00
	TOTAL	£2290.24

222.2 Bank Reconciliation

Noted: Balances at bank as of 30th June 2022:

Cash Account	£31,022.10
Unity Bank (current a/c)	£2,656.15
Unity Bank (savings a/c)	£65,569.57
Income to 30/06/22	£49,440.07
Expenditure to 30/06/22	£11,457.48

SR 223/07/22 COUNCILLOR MATTERS

Cllr Phillips noted that the Houghton Wildlife Group would be submitting a planting schedule and proposal for areas throughout the parish, at the September meeting.

SR 224/07/22 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council will be held on Wednesday 14th September 2022 in the Village Hall, Houghton at 7.30pm. Apologies were submitted in advance by Cllrs Robinson and Leitch.

There being no further business the Chairman closed the meeting at 8.25 pm.



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Carlisle City Council
Planning Services
Development Control
6th Floor
Civic Centre
Carlisle
CA3 8QG

26 August 2022

FAO Case Officer: Laura Brice

PARISH COUNCIL REPLY TO CONSULTATION ON PLANNING APPLICATION

Proposal: Erection Of Detached 3 Bay Garage

Location: Timberwell Lodge, Crosby Moor, Crosby on Eden, Carlisle, CA6 4QX

Appn Ref: 22/0594

There does not seem to be any consideration of surface water disposal. However, given the proposal's close proximity to open fields this does not appear to present any obstacle to the development.

Recommendation: Determine in accordance with local and national planning policy and guidance.

Yours faithfully

Sarah Kyle
Clerk to the Council



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16 September 2022

FAO Case Officer: Laura Brice

PARISH COUNCIL REPLY TO CONSULTATION ON PLANNING APPLICATION

Proposal: Non Material Amendment Of Previously Approved Application 22/0310

Location: Ronelea, 12 Houghton Road, Houghton, Carlisle, CA3 0LA

Appn Ref: 22/0676

Stanwix Rural Parish Council recommends that the application be determined in accordance with local and national planning policy and guidance.

Yours faithfully

Sarah Kyle
Clerk to the Council



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16 September 2022

FAO Case Officer: Laura Brice

PARISH COUNCIL REPLY TO CONSULTATION ON PLANNING APPLICATION

Proposal: Erection Of Single Storey Extension To Provide WC Together With Internal Alterations

Location: St Johns Church, Crosby on Eden, Carlisle

Appn Ref: 22/0688

The Parish Council expects to be further consulted in respect of the proposed kitchenette as this will have a significant effect on the interior of the listed building. With regard to remaining elements of this application, the council recommends determination in accordance with local and national planning and conservation policy and guidance.

Yours faithfully

Sarah Kyle
Clerk to the Council



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Carlisle
CA3 8QG

16 September 2022

FAO Case Officer: Stephen Daniel

PARISH COUNCIL REPLY TO CONSULTATION ON PLANNING APPLICATION

Proposal: Erection Of 2no. Dwellings

Location: Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS

Appn Ref: 22/0680

Stanwix Rural Parish Council recommends that subject to approval of a satisfactory nutrient neutrality assessment, the application be determined in accordance with local and national planning and conservation policy and guidance.

Yours faithfully

Sarah Kyle
Clerk to the Council

Finance/Risk Group

Summary of Recommendation from a Virtual Meeting held on 29th July 2022

Present: Craig Nicholson, Hamish Phillips, Tony Coles, Chris Savory, Ryan Clark (Houghton Wildlife Trust), Sarah Kyle (Clerk).

Houghton Wildlife Group/Cumbria Wildlife Trust – Planting for Pollinators Project

Following earlier distribution of a proposed planting scheme for various areas of the parish, the finance/risk working group recommend to the Parish Council that the following planting/wildlife improvement schemes are implemented by the Council, subject to the following conditions:

1. A favourable response from residents of Park Broom following a community consultation.
2. Cumbria Wildlife Trust provide written indemnity to the Parish Council absolving it entirely of any future liability should the works not be maintained for any reason throughout the duration of the grant project (ten years)
3. Houghton Wildlife Group, as a formally constituted group, enter into a service agreement for any areas of grass/trees that are to be maintained at their expense, for the duration of the grant project (ten years), and absolving it of any future liability in the event that the group should cease to exist.
4. Linstock green is omitted because it is leased from the Church Commissioners as the landowners.

No works are to commence on Parish Council land until the above points have been successfully resolved.

(Areas of the parish that are to be planted/improved that do not fall within the scope of Parish Council responsibility have been removed from this document but can be forwarded to interested members upon request).

Houghton




Planting for Pollinators

Houghton

Restoration Map

Legend

 Restoration Work

 Numbered areas - locations where activities will take place. Please refer to restoration plan for further details

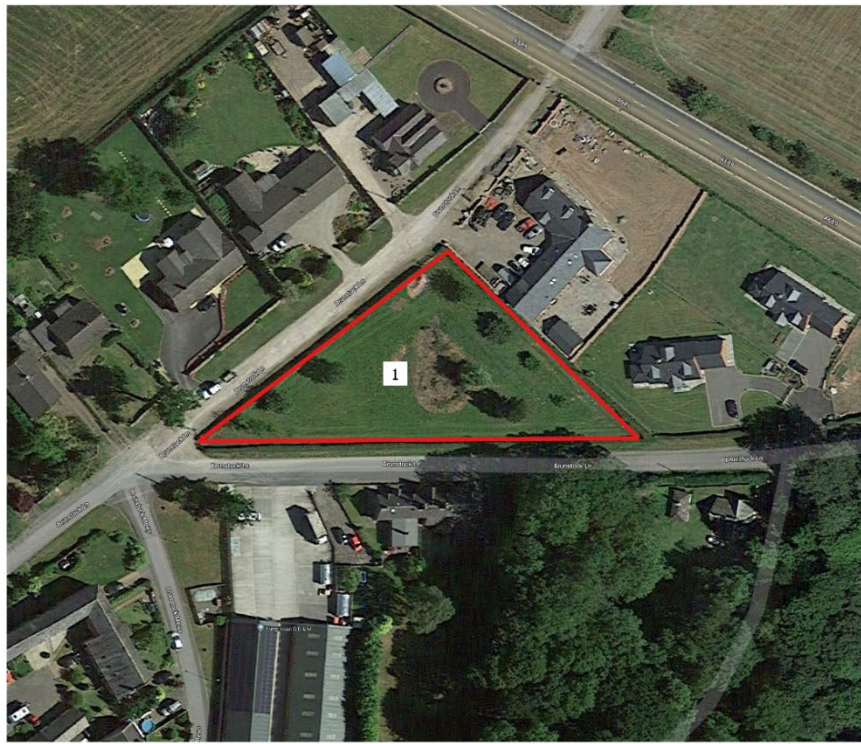


Green Recovery Challenge Fund



Area	Description
Area 1	25m x 25m area of flowering lawn to be created
Area 2	250 plug plants to be planted between boulders
Area 3	5 fruit trees to be planted

Brunstock



0 25 50 m

Map data © Google 2022



Planting for Pollinators

Brunstock

Restoration Map

Legend

- Site Boundary
- 1 Numbered areas - locations where activities will take place. Please refer to restoration plan for further details





Area	Description
Area 1	<p>Mixture of dry grassland to be supplemented with seed and plug plants and an altered management regime in an area contained to the north of the pond only; the remaining land to remain as recreational/mowed grass</p> <p>Marginal plants to be introduced around pond after works have finished</p>

Crosby




Planting for Pollinators
Crosby
Restoration Map

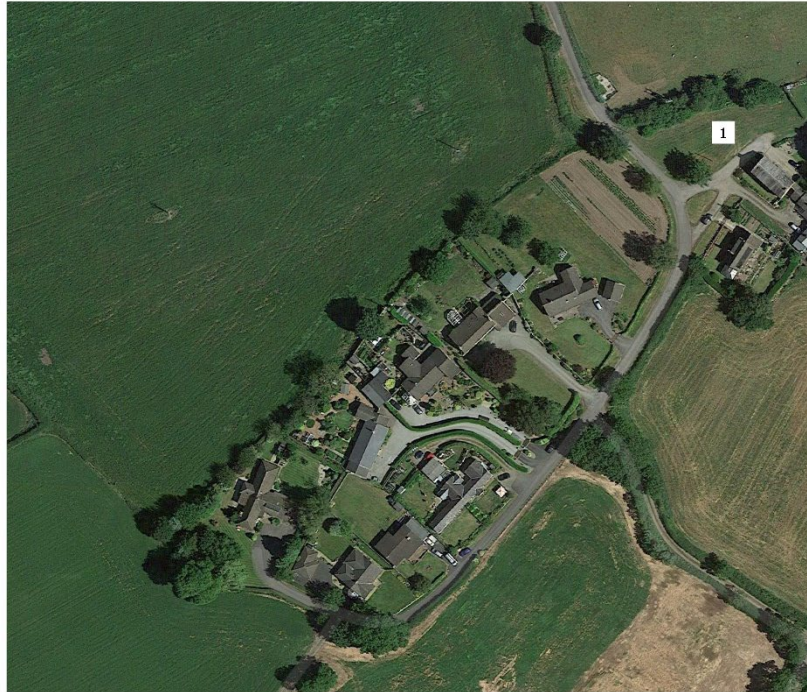
Legend

-  Restoration Work
-  Numbered areas - locations where activities will take place. Please refer to restoration plan for further details



Area	Description
Area 1	Hedgerow edge to be supplemented with shade tolerant seed
Area 2	Planters to be supplemented with plug plants subject to agreement from Crosby Parish Hall

Park Broom



0 25 50 m

Map data © Google 2022



Planting for Pollinators

Park Broom

Restoration Map

Legend

- Restoration Work
- 1 Numbered areas - locations where activities will take place. Please refer to restoration plan for further details



Area	Description
Area 1	Area to be supplemented with fruit trees and nutrient tolerant plug plants, subject to a favourable public consultation

Linstock





Planting for Pollinators

Linstock

Restoration Map

Legend

-  Restoration Work
-  Numbered areas - locations where activities will take place. Please refer to restoration plan for further details



Area	Description
Area 1	500m ² area of meadow to be created with seed and plug plants

Location	Tree	Species	No Stems	Size	Age	Vigour	Condition	Comments 2022	Recommendations 2022	Priority 2022
Tarraby	448	Fraxinus excelsior (Ash)	Multi	Medium	Mature	Normal	Average	Poor pruning. Symptoms of Ash Dieback. Young Ash closest to bench has advanced Ash Dieback.	Reinspect summer 2023 to assess condition. Remove small Ash by bench.	2
Low Crosby	480	Quercus robur (Oak)	Single	Medium	Mature	Normal	Good	Minor deadwood. Ivy infested.	Sever ivy	3
Low Crosby	G481	Fraxinus excelsior (Ash) & Alnus sp (Alder)	Multi	Large	Mature	Normal	Average	Ivy infested. Symptoms of Ash Dieback.	Sever ivy. Reinspect Ash summer 2023 to assess condition.	2
Linstock	401	Prunus avium (Cherry)	Single	Medium	Young Mature	Normal	Good	Very poor pruning	All branch stubs to be pruned back to the branch collar to allow healing and prevent decay entering the stem, which will result in losing the tree.	2
Linstock	403	Prunus avium (Cherry)	Single	Medium	Young Mature	Normal	Poor	Bark death, necrotic bark & exposed cambium around stem base. Most likely Honey Fungus.	Fell.	2
Linstock	410	Acer pseudoplatanus (Sycamore)	Single	Medium	Mature	Normal	Good	Poor pruning.	Remove low branch stubs.	2
Linstock	414	Fraxinus excelsior (Ash)	Single	Medium	Mature	Normal	Good	Symptoms of Ash Dieback. End loaded branch.	Reinspect summer 2023 to assess condition. Remove lowest branch growing north west.	2
Linstock	416	Fraxinus excelsior (Ash)	Single	Medium	Mature	Normal	Average	Symptoms of Ash Dieback. Very poor pruning. Central leader partially removed.	Reinspect summer 2023 to assess condition. Prune branch stubs back to branch collar to allow healing.	2
Linstock	420	Quercus robur (Oak)	Single	Medium	Mature	Normal	Good	Broken branch. Minor deadwood.	Remove broken branch. Remove deadwood over 50mm diameter. Crown raise over road by 4.5m.	2

Linstock	431	Quercus robur (Oak)	Single	Medium	Mature	Normal	Good	Low branches over footpath.	Crown raise to 2.5m.	2
Linstock	432	Tilia cordata (Lime)	Single	Medium	Mature	Normal	Good	Low branch over road. Poor pruning. Damage to one low lateral, likely due to vehicle. Hanging branch in crown.	Remove hanging branch. Crown raise to 3m.	2
Linstock	433	Quercus robur (Oak)	Single	Medium	Mature	Normal	Average	Included union at primary bifurcation with reactive wood, indicating potential threat to structural integrity.	Crown reduce by 25% (4m branch length) and reduce lateral branches by 2m.	2
Houghton	450	Betula pendula (Birch)	Single	Medium	Mature	Normal	Good	Low branches over footpath.	Crown raise to 2.5m.	2
Houghton	452	Salix chryscoma (Willow)	Single	Medium	Mature	Normal	Good	Minor deadwood. Poorly pruned.	Remove deadwood over 50mm diameter. Crown reduce all Willow by 25% to reduce risk of failure due to brittle nature and location close to car park.	2
Houghton	456	Salix chryscoma (Willow)	Single	Large	Mature	Normal	Good	Minor deadwood.	Crown raise over car park to 3.5m. Crown reduce all Willow by 25% to reduce risk of failure due to brittle nature and location close to car park.	2
Houghton	457	Salix chryscoma (Willow)	Single	Medium	Mature	Normal	Good	Minor deadwood. Poorly pruned.	Remove deadwood over 50mm diameter. Crown reduce all Willow by 25% to reduce risk of failure due to brittle nature and location close to car park.	2
Houghton	458	Quercus robur (Oak)	Single	Medium	Young Mature	Normal	Good	Minor deadwood.	Remove deadwood over 50mm	2
Houghton	459	Tilia x europaea (Lime)	Single	Medium	Mature	Normal	Average	Branches obstructing path.	Remove all lateral secondary branches growth north.	2
Houghton	463	Tilia x europaea (Lime)	Single	Medium	Mature	Normal	Good	Low branches over footpath.	Crown raise to 3.5m.	2

Houghton	464	Quercus robur (Oak)	Single	Medium	Mature	Normal	Poor	Included/weak union. Active rib formation at primary bifurcation. Stem fractures	Either remove broken branches in upper crown and install brace, or fell.	1
Brunstock	8	Fraxinus excelsior (Ash)	Single	Small	Young	Normal	Good	Symptoms of Ash Dieback.	Reinspect summer 2023 to assess condition.	2

CLERK'S REPORT 28 SEPTEMBER 2022

Emergency Planning Meeting

A working group meeting is still to be arranged.

Community Plan

Posters have been distributed for the above along with paper copies of the survey in Houghton and Crosby.

Rickerby Community Asset

The matter remains ongoing.

Speed Indication Device

Consent has been sought for installation – a decision from the CRASH team is expected imminently. A grant application has also been made to Cumbria County Council for a contribution towards its intended purchase.

Bus Timetables

Notification has been received that from September, Stagecoach will introduce a 09.34 journey from Houghton to Carlisle on schooldays.

Houghton Village Green Damage

Boulders have been ordered and will be installed at a date in the near future.

Linstock Play Equipment - Play area installation dates

A deposit for the above has been paid and the installation will take place on 4th and 5th December.

Footway Houghton Road to Smithy Croft

A report was made to Highways and we have been notified that the footway will be attended to in due course.

Crosby Sewerage Works Planning

Concerns have been raised with the planning enforcement team regarding unauthorised works at the above. It is understood that a stop notice and enforcement action is being taken.

Play Scheme

All three sessions at Houghton were full. Two out of three sessions at Crosby were full, with eight places remaining on the final session. Feedback was received commenting on the fantastic attendance rates and noting that the space around the Crosby and Houghton sites is great for large sporting activities and playing games. At Crosby having a play park appeals to children as well. No behavioural issues were logged, all children were well behaved, got on well with each other, made new friends and said they would come back again. The providers note that there is definitely scope for the scheme to continue into 2023, with the potential for delivery in the Easter holidays to also be considered?

Defibrillator

A fault has been identified with the Linstock defibrillator, although it has yet to be collected for repair. Investigations into the Houghton and Crosby models will be made.

Clerk's Working Hours

The Clerk is currently working in the office Monday, Wednesday and Friday 8.30am to 5pm. Calls and emails made on Tuesdays, Wednesdays and over the weekend will be dealt with the next working day. These days are subject to change in October and any variances will be communicated in advance via email.

Houghton Village Green Encroachment

An encroachment on Houghton Village Green was noted and action taken under delegated powers. The householder has subsequently applied to the Secretary of State for consent for the works; the Council is expected to be officially notified in due course.

Crosby bench

A bench in The Garth, Crosby, was reported as being in disrepair. Thanks are noted to County Cllr J Mallinson for his assistance in securing a repair by Riverside Housing.

Linstock Car Accident

A resident in Linstock has reported a road traffic accident in Linstock, with residents requesting the deployment of a speed indicator. This has been noted and will be considered in due course alongside the Council's potential purchase of a device.

Jackson Road Traffic Problems

Resident complaints regarding the above have been received; it is noted the resident is dealing with Cumbria Highways directly to work towards a potential solution.

Brunstock Pond

Estimated figures for the completion of the pond works, including the purchase of a pond liner, have been received. Confirmed figures are anticipated in time for the October meeting.

Section 3 – External Auditor Report and Certificate 2021/22

In respect of

Stanwix Rural Parish Council – CU0227

1 Respective responsibilities of the body and the auditor

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 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor report 2021/22

Except for the matters reported below, 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.

The AGAR was not accurately completed before submission for review:

- The figure in Section 2, Box 3 of the prior year comparative column does not agree to the prior year final signed AGAR, due to transposition error and should read £3,287..

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

None.

3 External auditor certificate 2021/22

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 2022.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

 SIGNATURE REQUIRED

Date

12/09/2022

* 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)