

SYRESHAM PARISH COUNCIL

Parish Office

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Village Hall Meeting Room

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Main Road

www.syreshamparishcouncil.gov.uk

Syresham

NN13 5HE



ACCOMAPANYING REPORTS FOR AGENDA 25th September 2024

Agenda Item Number 24/113 V. - Bank Reconciliation

Agenda Item Number 24/115 - PKF Littlejohn Conclusion of Audit:

**Agenda Item Number 24/121 - Martin Frost Correspondence following meeting held 12.08.24:
Summary report from RW:**

Agenda Item Number 24/122 - Correspondence:

Agenda Item Number 24/125 - Cuttlefish App Information:

Agenda Item Number 24/128 - Traffic Calming Measures, Helen Howard at WNC:

Agenda Item Number 24/129 - Parking Restriction High Street - photographic evidence from RW

**Agenda Item Number 24/130 - Broad Street Parking Restriction Request from Helen Howard at
WNC:**

Syresham Parish Council

Prepared by: Nichola Ali Date: 10.09.24
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 10/09/2024		
	Cash in Hand 01/04/2024		37,448.29
	ADD Receipts 01/04/2024 - 10/09/2024		20,642.91
			58,091.20
	SUBTRACT Payments 01/04/2024 - 10/09/2024		14,918.97
A	Cash in Hand 10/09/2024 (per Cash Book)		43,172.23
	Cash in hand per Bank Statements		
	Petty Cash	10/09/2024	71.16
	Unity Trust Bank Current Acc	10/09/2024	5,870.45
	Unity Trust Bank - Savings	10/09/2024	18,819.92
	Equals Money	10/09/2024	48.34
	Unity Trust Account - Reserves	10/09/2024	18,458.22
			43,268.09
	Less unrepresented payments		95.86
			43,172.23
	Plus unrepresented receipts		
B	Adjusted Bank Balance		43,172.23
	A = B Checks out OK		

Syresham Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2024

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
<p>1. The audit of accounts for Syresham Parish Council for the year ended 31 March 2024 has been completed and the accounts have been published.</p>	<p>This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.</p>
<p>2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of Syresham Parish Council on application to:</p> <p>(a) <u>MRS NICHOLA ALI</u> <u>SYRESHAM PARISH CLERK & RFO</u> <u>20 ABBOTS WAY,</u> <u>ROADE, NN7 2LY</u></p> <p>(b) <u>BY APPOINTMENT WITH THE CLERK</u> _____ _____</p>	<p>(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR</p> <p>(b) Insert the hours during which inspection rights may be exercised</p>
<p>3. Copies will be provided to any local government elector of the area on payment of <u>£ 1.00</u> (c) for each copy of the Annual Governance & Accountability Return.</p> <p>Announcement made by: (d) <u>MRS NICHOLA ALI</u> <u>(SYRESHAM PARISH CLERK & RFO)</u></p> <p>Date of announcement: (e) <u>29.09.2024</u></p>	<p>(c) Insert a reasonable sum for copying costs</p> <p>(d) Insert the name and position of person placing the notice</p> <p>(e) Insert the date of placing of the notice</p>

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

SYRESHAM 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 2024, 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.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
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.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
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.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
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.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		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.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
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.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
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:

29/05/2024

and recorded as minute reference:

24/0524 REFERENCE

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

Chair

D Duxley SIGNATURE REQUIRED

Clerk

MM SIGNATURE REQUIRED

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Section 2 – Accounting Statements 2023/24 for

SYRESHAM PARISH COUNCIL

RESTATED

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
			<i>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.</i>
1. Balances brought forward	22,946	28,737	<i>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.</i>
2. (+) Precept or Rates and Levies	37,500	38,600	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	10,414	3,003	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	11,313	11,264	<i>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.</i>
5. (-) Loan interest/capital repayments	4,413	4,413	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	26,397	17,215	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	28,737	37,448	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	28,737	37,448	<i>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.</i>
9. Total fixed assets plus long term investments and assets	98,887	100,193	<i>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.</i>
10. Total borrowings	6,551	2,207	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

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

I certify that for the year ended 31 March 2024 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

Date

29/05/2024

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

29/05/2024

as recorded in minute reference:

24/055 REFERENCE

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

SIGNATURE REQUIRED

Section 3 – External Auditor’s Report and Certificate 2023/24

In respect of **Syresham Parish Council – NH0215**

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 2024; 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 2023/24

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 2023/24

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 2024.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature



Date

05/08/2024

Report and Plans received from Martin Frost at National Grid:

Response dated 8.8.24

As discussed I have attached details of the recent power interruptions to the Syresham area.

In March and June this year the area experienced two short duration interruptions. These “auto reclose” operations usually last approximately 10 seconds and are caused when something makes contact with the high voltage overhead lines. These faults are transient in nature.

At 23.18 on the 22nd July a large generator connected to The Pound substation stopped. This generator had been installed and connected without affecting electricity supplies and was one of six that had been installed for works in relation to a planned wayleave termination. The generator supplier sent their engineers to site and they were unable to re-start the unit. While a replacement set was ordered my staff were dispatched and we eventually restored supplies via an alternative source.

At 13.00 on Friday 2nd August the high voltage circuit tripped. Staff were dispatched and they isolated the cable to The Pound substation. A fault location was completed that evening which identified a joint in front of the substation to be faulty. Over the weekend that joint was excavated, removed, replaced and the circuit recommissioned.

At 18.04 on Saturday 3rd August the circuit tripped again. Staff were dispatched and an 11000 volt disc insulator installed at the Shooting Range Crowfield was found to have failed. This was replaced and the circuit was re-energised.

I have arranged for the circuit to be flown and this will be completed, weather permitting, tomorrow.

SYRESHAM PARISH COUNCIL - REPORT

Subject: Electricity Supply Issues

Report to: Full Council

Report by: Russ Woolley

Date: 18th September 2024

BACKGROUND

The village occasionally experiences power cuts which are normally short in duration however, in early August we experienced some more serious issues with the longest being around 8 hours.

Concerns were raised directly with National Grid (NG) by a group of residents and the Parish Clerk which resulted in a meeting attended by Martin Frost and a colleague from NG along with residents and members of the Parish Council on Monday 12th of August.

Before the meeting was arranged it was my intention to raise this as an agenda item at the next PC meeting to consider if the issues experienced were an indication that the power supply infrastructure to the village was insufficient for its growing needs.

MEETING NOTES

National Grid supplied a written response to the longer power outages which was included in the agenda for the August meeting. Full minutes of the meeting will be issued in the normal fashion, so this is just a summary

At the meeting the NG team supplied charts showing the electricity supply network serving the village and explained how the network deals with power supply failures. These will be available to view at our meeting.

It was explained that the multiple short duration power cuts are primarily caused by trees touching power cables and that NG works to a five-year plan to trim back vegetation so that regrowth should not cause an issue before the next cycle of

maintenance. Our area is apparently in the final year of its plan so it was suggested that the wet summer may have led to faster tree growth than anticipated and could be contributing to the problem.

NG conducted a helicopter inspection of the power lines in the local area ahead of the meeting which identified four locations where power lines could be seen to have been in contact with trees. These are all on private land so NG will need to liaise with the landowners to gain access to the fields to do the work. They advised that this is not always straightforward as some landowners may not allow access due to crops or sometimes just for aesthetic reasons.

NG stated that the issues we have experienced are not an indication that the power supply infrastructure to the village is reaching capacity.

RECOMMENDATIONS

- 1) Seek an update from NG as to when they expect to complete the work on the four issues identified.
- 2) Inform residents of the reason for the power supply issues and what's being done to rectify them via PC website, Facebook and in the PC update in the November issue of The Syresham Times.
- 3) Consider adding into the update our thanks to landowners for allowing access for National Grid to do the work.

Parish Council Correspondence:

- 1) *"We would like to know what specific roles and responsibilities the Parish Council will undertake with National Grid, in order to improve the persistent power outages the village continues to suffer?"*

- 2) *"A group of residents from the parish of Syresham would like to make and have displayed, a wall hung representation of the history of Syresham Village. This would possibly be in a similar format to the ones at Canons Ashby and several other local villages.
This project would involve a big commitment for those residents completing both the historical research and the designing and making of the wall hanging.
Before taking on this very worthwhile project the group would like some assurance regarding the siting of the wall hanging and how it would be funded.
The wall hanging will represent all aspects of Syresham village's historical past and therefore would be best placed in the Village Hall where both residents and visitors would have the opportunity to view and appreciate the craftsmanship involved in its making and the historical information imparted. In the church, chapel or school the wall hanging may be viewed by a limited number of parishioners. There are also concerns about placing the wall hanging in an exterior environment. Could the fabric be adequately protected against humidity changes causing dampness?
This letter is also addressed to Syresham Parish Council requesting funding to cover the cost of materials etc and for the cost of having the work mounted/ hung professionally. All work carried out by the parishioners will be voluntary.
The group is hesitant about proceeding further until they have assurances about the siting and the funding for this project. We look forward to a response from the Parish Council and the Syresham Village Hall Trustees after they have met and discussed the issues.
Syresham Village Historical Record Group" Grant application form has been requested, NA has sent the application form and policy document.*

- 3) *"Please can you advise on how the green verges on Abbey Road are being protected. In the 2014 village development plan the grassed area and trees are mapped and described as protected green space. In the last couple of years they have become a car park for houses on Abbey Road even when there is space on the road. It's impossible to walk on the grass some days . What does protected green space mean in reality ?
Also do the trees on Abbey Road have TPO's now and if not is there a reason for this or plans to gain TPO status for them. From previous research I understand they were planted as war memorial trees after WW1. There was a previous attempt to remove one of the trees as part of a planning application .
Finally as the village development plan is now 10 years old will it be updated ?
Thank you"*

- 4) *"I just wanted to say that I think the Village of the Year signage is now a bit out-of-date with the last 'win' being 2017. I guess the competition doesn't run anymore ?? or we don't win it anymore ?? Perhaps a signage update is worth considering (similar to what Helmdon have done) ie. Name of competition – multiple winner ??"*

5) *"I am writing to ask whether your Parish Council would consider providing support to Home-Start Daventry and South Northants. We are a local charity covering the towns of Daventry, Towcester and Brackley and the hundreds of villages and smaller communities within these areas. We recently celebrated our 25th anniversary working across this very large and varied area. We offer a unique service, recruiting and training volunteers to support families. Volunteers are usually parents themselves recruited from across our area. They visit the families in the families' own homes on a regular basis giving informal, friendly and confidential support that helps to increase parents' self-esteem and confidence in their parenting ability. The volunteers help run groups, such as school readiness or fitness and fun groups. Sometimes after working with us volunteers go on to develop professional careers in related services. The first Home-Start scheme was established in Leicester in 1973 and there are now hundreds of schemes operating across the UK. The children and families we work with can be facing a range of difficulties, such as health problems, household, family and financial pressures which can make families feel vulnerable or isolated, we see families who are experiencing isolation because they have moved to a new area sometimes on a brand new development. Additionally we support families to help ensure their children are ready to start school – something especially important in the next few years, with limited or no socialising during lockdown. We aim to be here for parents when they need us most, because as research shows, 'childhood can't wait'. We aim to support thriving communities and try to highlight the preventive nature of our work, avoiding problems escalating and to build on positive early years experiences. Our trained volunteers have supervision by qualified experienced staff coordinators who focus on families' needs, get to know the local communities that can be so important to families and they also have the knowledge to effectively support and signpost families. We are working hard to raise funds to sustain and secure the support we can give to families and to potentially increase and develop our work as the need for support is rising. As you will know the challenges of working across a rural can add to costs and having good links within communities can help. It costs us around £1,000 for **Home-Start** to provide a volunteer to support a young family. We run groups and programmes too that seek to support a wider number of families and can be run at relatively low costs using local venues. We would be very happy to meet with you or make a presentation about our work to the Council or a relevant Committee. We are actively seeking support and want to promote awareness, your help and support with this through a financial donation, a grant, however small, help in kind for example use a community facility, or maybe by encouraging some new volunteers, all and any would be very much appreciated. Some parish and town councils have previously supported us and for this we are very grateful. Thank you for taking the time to read this email, I look forward to hearing from you."*



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Response from Helen Howard at WNC:

Any request for a change of speed limit would be referred to our Speed Limit Review Panel for consideration – this includes various officers from the Road Safety, Community Liaison and Traffic Engineering Teams, and a representative from the Police’s Safer Roads Team who has delegated authority from the Chief Constable with regard to agreeing changes to speed limits.

The Panel is keen that any new 20mph restrictions should be self-enforcing, in order to deliver the expected benefits to residents. If the Parish Council are receiving reports of regular excessive speeds this indicates that residents feel people are not adhering to the current 30mph limit, and simply introducing a lower limit will not change the behaviour of those drivers – therefore it may offer a false sense of security to residents, and we would not wish to do that. We would be wary of introducing a 20mph limit which is not self-enforcing, and there is no funding for traffic calming at this time.

Simply lowering a speed limit may seem like the easy solution to a speeding problem, however speed limits are an emotive issue, divide opinion and cannot always meet the expectations of local communities.

Ultimately, I can take a request to the speed limit panel on your behalf, however given the information above we will require extensive evidence to support a reduction.

Should you wish the speed limit panel to consider your request for a 20mph limit please send me an email outlining the extents of the 20 limit you would like, and the reasons why you think it is needed. I will then forward this over to the chair of the group for inclusion at a future panel meeting.

The closure of the slip road is complicated by the presence of two properties, we may have to block it in between the two accesses but this could require extensive road realignment to allow safe entry and exit of the slip road for the residents of number 30 Abbey Road. It is highly unlikely that a scheme of this nature would score highly for funding when it would be competing against road safety and walking and cycling scheme etc.

Syresham High St and Broad St Junction Parking Survey Sept 24

Monday 9th September



8.36 am



11.58 am



4.05 pm

Tuesday 10th September



9.26 am



12.02 pm



6.56 pm

Wednesday 11th September



8.19 am



1.09 pm



3.05 pm

Thursday 12th September



8.42 am



1.11 pm



7.06 pm

Friday 13th September



9.42 am



13.22 am



6.05 pm

Saturday 14th September



9.41 am



7.27 pm

Sunday 15th September



12.35 pm



3.17 pm

Applicant Information required	Answer
Can you confirm that this application has the support of local councillor(s)? (Please answer Yes / No)	TBC

Location Information

Location where changes are being sought	Answer
Road / Street:	High St / Broad St junction
Local Area:	Syresham
Town:	South Northants

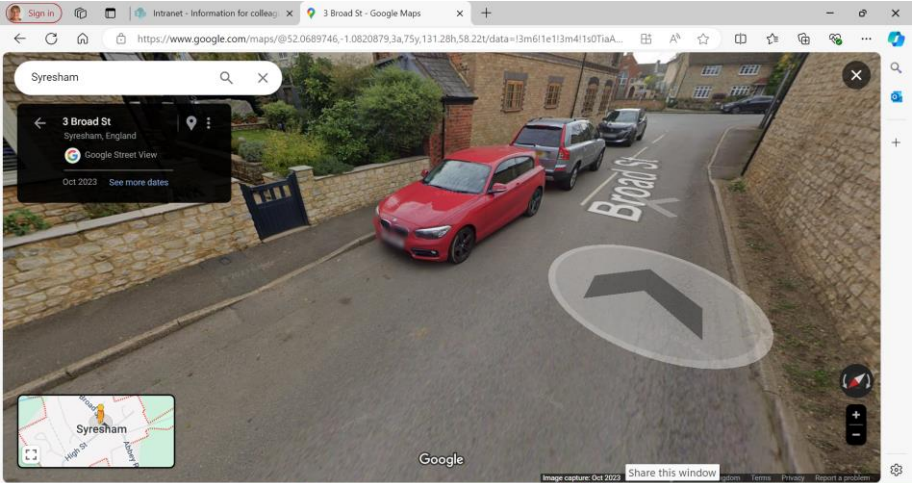
Application Questions- Part A

Question	Answer
<p>What is the problem which has resulted in the request? (Describe the issues being faced and the causes of the problem.)</p> <p>Please ensure that photographic evidence of the issues detailed is provided within this application as per the notes on page 1 of this document.</p>	<p>. High Street, Syresham is being damaged by large passing vehicles. The property backs on to Broad Street, and its constantly being damaged by vehicles, costing the resident thousands of pounds to repair.</p> <p>Broad St is narrow and drivers associated with the school park on the narrow section causing problems for larger vehicles, leading to some damaging the property</p>
Can you confirm you have read and understood the guidance notes, which set out the general principles by which parking restriction requests are assessed? (Please answer Yes/No)	Yes

Can you advise how you believe your request will contribute towards the general principles set out within the guidance notes.

Whilst not technically a highway safety issue, damage is being done to a property and there are no other engineering solutions we can consider without causing other problems.

Application Questions Part B

<p>Please provide your suggested solution? (Please answer one box only to indicate the type of restriction)</p>	<p>Answer</p>
<p>1. Waiting prohibited at all times</p> <ul style="list-style-type: none"> • (Double Yellow Lines) • (No-one is allowed to park At Any Time). 	<p>Yes – from the junction with High Street down to the black gate, both sides of the road</p> 
<p>2. Parking prohibited at certain times</p> <ul style="list-style-type: none"> • (Single Yellow Line) • (No-one is allowed to park at certain times of day). 	

<p>*complete 'Times/Days of operation detail' box below.</p>	
<p>3. Other type of restriction (or removal)</p> <ul style="list-style-type: none">• (e.g. No Waiting/Loading Restrictions)	

Application Question Part C

Suggested Solution further questions	Answer
<p>Please provide your suggested days of operation?</p> <p>*Day/s of the week (Example Mon - Fri)</p>	<p>DYs - at any time</p>
<p>Please provide your suggested times of operation?</p> <p>*Hours: (Example 9:00 to 10:00 and 14:00 and 16:00)</p>	