

**COBERLEY PARISH COUNCIL
ANNUAL MEETING OF THE COUNCIL
TO BE HELD AT 7.0 0PM ON 25th May 2022
IN COBERLEY PRIMARY SCHOOL**

1.	Welcome and introductions – by the present Chairman
2.	Election of Chairman – signing of acceptance of office papers
3.	Election of Vice-Chairman – signing of acceptance of office papers
4.	Attendance to be recorded
5.	Apologies for absence to be recorded
6.	Declaration of Interest for matters on the agenda to be invited-
7.	Public Participation will be invited (for a period of 5 minutes or as determined by Chair of meeting)
8.	Minutes of the previous Parish Council Meeting held on 23 rd March 2022 to be approved
9.	Council to review delegation to Clerk of authority to make submission of comments on planning matters where no meeting of the Council is able to be held
10.	Council to consider if changes are required to standing orders or financial regulations
11.	Council to consider if any changes are required to its Complaints, Freedom of Information or Data protection policies procedure
12.	Council to consider if any changes are required to the asset register including location of mower, strimmer and grit spreader to be confirmed
13.	Council to review representation on outside organisations
14.	Council to consider if any changes are required to insurance policy for the coming year
15.	Council to consider if any further changes are required to banking mandate – clerk now on mandate and receiving statements
16.	Council to approve its independent internal auditor
17.	Council to confirm it wishes to renew its subscription/contracts to GAPTC £72.49, PATA payroll £95.40, Grass cutting (Mark Beard) £572 pa
18.	Council to note 2 additional grit bins have been ordered in the sum of £196.62 plus VAT
19.	Council to reconsider the Sundial project in that despite specification being sent to 4 contractors – no quotations have been received for the sundial work
20.	Council to approve the financial reports and payment list as attached
21.	Council to approve its AGAR completion and delegate to the Chair of Council to sign the appropriate forms
22.	Council to agree that its meeting schedule shall remain as 4 th Wednesday of July, September, November, January, March, May commencing at 7.00pm
23.	Council to receive update on Jubilee events and agree expenditure and any actions required
24.	Council to discuss any outstanding planning matters
25.	Report received from County Councillor Paul Hodgkinson (may be carried forward to the Parish assembly that immediately follows this meeting)
26.	Report received from District Councillor Julia Judd (may be carried forward to the Parish Assembly that immediately follows this meeting)
27.	<p>Council to received update from Highways Manager on the following matters brought forward (this may be carried forward to next meeting)</p> <p>Minor list</p> <ul style="list-style-type: none"> • Road markings at Coberley junction – 22/23 • Seven Spring junction markings -A436/A435 lane markings to be referred to Road safety team -discussion regarding road width and separation into 2 lanes. Markings on double roundabouts need updating – timescale summer 22 • Damaged gate posts at cattle grid, also reported that the gateway is blocked works anticipated during 22/23 and working with PROW team <p>Major list</p> <ul style="list-style-type: none"> • Ullenwood crossroads -Road Safety Team to look at hotspot accident data in April 22, gully outside cottages will need repair and will provide opportunity for

	<p>road markings to be enhanced (example of Foxcote given of possible scheme) - Autumn 22</p> <ul style="list-style-type: none"> • Barber Wood cattle grid – to be investigated by Highways and history of installation to be confirmed • Question regarding if possibility of reducing speed to 40mph was raised- DT said further information would be sought on data and criteria • PC has sought some designated funding from A417 missing link- • no heavy vehicle signs” would need traffic orders: Glos Highways to check if there are any traffic orders already in place
28.	Close of meeting to be immediately followed by Parish Assembly

Draft Minutes

For meeting of Coberley Parish Council
held on 23rd March 2022 At 7pm
At Coberley Primary School

1.	Welcome and introductions
2.	Attendance recorded Parish Councillors Duncan McGaw (Chair), David Carlton , Hugh Piggott . Also in attendance District Councillor Julia Judd, County Councillor Paul Hodgkinson and Highways Manager Daniel Tiffney
3.	Apologies for absences recorded from Parish Councillors Dan Powel & Jo Marshall
4.	Declaration of interests by Parish Councillors relating to matters on the agenda- none
5.	Council received report from County Councillor Hodgkinson – Covid update Ukraine update
6.	<p>Council received report and update from Highways Manager (see lists from January 22)</p> <p>Minor list</p> <p>1 & 2 Signs – on programme for 22/23 year</p> <p>3 Ash Dieback tree – not on priority list but waiting tree inspection</p> <p>4 Road markings at Coberley junction – 22/23</p> <p>5. Seven Spring junction markings -A436/A435 lane markings to be referred to Road safety team -discussion regarding road width and separation into 2 lanes. Markings on double roundabouts need updating – timescale summer 22</p> <p>6. Damaged gate posts at cattle grid, also reported that the gateway is blocked works anticipated during 22/23 and working with PROW team</p> <p>Major list</p> <ul style="list-style-type: none"> • PROW and Glos Highways are discussing with landowners the footpaths crossing A436 • Surfacing water and gully clearing- video to be sent to DT if possible and local knowledge / discussions- including water flow through fields and channels into the corners, overflowing into the village- DC Judd has photographic images which she will forward to DT PROW and landowners discussing • Ullenwood crossroads -Road Safety Team look at hotspot accident data in April 22, gully outside cottages will need repair and will provide opportunity for road markings to be enhanced (example of Foxcote given of possible scheme) - Autumn 22 <p>Serious size pothole at junction noted and waiting for safety inspection Barber Wood cattle grid – to be investigated by Highways and history of installation to be confirmed- drainage budget not necessarily</p> <ul style="list-style-type: none"> • Question regarding if possibility of reducing speed to 40mph was raised- DT said further information would be sought on data and criteria • PC has sought some designated funding from A417 missing link- waiting further information. Waiting confirmation of criteria for scheme CC Hodgkinson has followed up with National Highways /GCC but does not appear to be able to move discussions forward. He will follow up again • 20mph lobbying County Council re Stockholm declaration where urban setting/vulnerable users – County Council has instigated a review looking at a new policy -leading to public consultation Summer 22 – CC have received lot of requests for 20pmh zones which can not be actioned until after the policy is adopted. CC Hodgkinson has put linked schemes together but is waiting for policy on TRO. There will be a workload issue once the policy is agreed.

	<p>Additional points raised</p> <ul style="list-style-type: none"> • “no heavy vehicle signs” would need traffic orders and will check if there are any traffic orders already in place (raised by resident – item on agenda) • Pavements outside building site on Ullenwood Court – covered in mud and has been reported via Highway Councillors by CC Hodgkinson • Leckhampton Hill road -surfacing needs maintenance <p>Council noted updates relating to highways matters (see above)</p> <ul style="list-style-type: none"> • Update on 20mph single Traffic Order through GCC Highways • Don't miss out on 20 mph speed limits -as distributed via email
7.	<p>Council received report from District Councillor Judd as distributed- other matters raised</p> <p>Local Plan Consultation Constituency boundary reviews Parish boundary reviews Green waste licence increase noted Free after 3 parking in Cirencester has ceased Planning applications with highway issues -PC recommended to contact email planningdc@gloucestershire.gov.uk giving local information and asking for a site visit before Highways submit their comments</p>
8.	<p>Draft Minutes of previous meeting held on 17th January 2022 approved and signed</p>
9.	<p>Matters arising from those minutes for information purposes only where there is no item on this agenda –</p> <p>Clerk to confirm grass cutting contract see January PC minutes</p>
10.	<p>public session -none</p>
11.	<p>Council noted information relating to Public Rights of Way (PROW)</p> <p>Emergency Footpath Closure ACO20 Coberley: 72426 as distributed via email. It was felt that this had already been implemented but there is a lack of signage and route is not accessible for horses- Clerk to circulate email via residents mailing list</p>
12.	<p>Council approved the appointment of clerk with effect from 1/2/22 on NALC/SLCC standard contract for 5 hours per week annualised to 260 hours per annum at salary scale point 12 (currently £11.73 pa /gross £254.15 pm) and monthly working from home allowance (currently £26), mileage allowance (currently 45p per mile) and printing and stationery at 10p per copy and other reimbursements such as postage</p>
13.	<p>Council approved changes to the bank mandate to add full signatory access to clerk. In the meantime, Council will use cheque books and seek paper copy of statements</p>
14.	<p>Council approved bank standing order to be paid on 28th of each month in the sum of £229.32 inclusive of net pay and working from home allowance – with effect from 28/4/22</p>
15.	<p>Council discussed progression of A417 Missing Link Project</p> <p>Possible Designated Funding (see Highways item) still waiting information Meeting on 8th April to look at changes to the document of Statement of common ground to be signed off Knock on effect for other roads such as “Leckhampton Hill road “highlighted (during Highways item)</p>
16.	<p>Council received update on replacement of 3 grit bins and considered information received from Glos Highways 2 broken on Hartley lane and 1 Upper Coberley Road to A435 Cowley Junction</p> <p>If Council require standard blue barrels GCC will be able to replace them, however if Council wanted to replace the bins with like for like (green boxes with lids) GCC do not replace these bins</p>

	Parish Council agreed to purchase 2 new ones (green boxes with lids) and install themselves (gritbins.net) - Clerk to order
17.	Council noted Community Governance Review consultation document as distributed via email (see District Council report)
18.	To receive quotes for 3 levels of remedial work to the Sundial and to decide next steps – clerk to follow up
19.	<p>Council noted financial reports not yet available -waiting bank statements</p> <p>Council approved payment list and paid by cheques</p> <p>subscription to GAPTC for 2022/23 in sum of £72.49 (from 1/4/22)</p> <p>Clerk salary £406.70 and working from home £52 (2 months) mileage £9 and £2.50 printing= £470.20</p> <p>HMRC £101.60</p> <p>Previous Clerk salary £355.41</p> <p>PATA £25.85</p> <p>Use of school premises £100 – to be paid in September</p> <p>Council approved any GAPTC training courses that Councillors wish to attend (as distributed via email) -Clerk to resend email to Councillors and book any requested courses</p>
20.	<p>Council considered and approved responses to planning applications received and to note any decision notices received</p> <p><u>22/00347/FUL</u>- Roof extension to convert the loft space into additional bedrooms and veranda at Beechfell 3 Salterley Grange = no comments received/submitted</p> <p><u>22/00652/TPO</u> -2 Salterley Grange -To reduce the large holm oak by approximately 3 metres all over and to raise the low canopy over the road. – no comments</p> <p><u>22/00392/FUL</u>- Erection of extensions to outhouse and garage Ham Mead– council submitted “no comment”</p> <p><u>21/00467/FUL</u> -decision to permit-noted</p>
21.	Council agreed delegated authority to Clerk to submit comments on behalf of the Council where no meeting is planned or called for before the deadline for comments
22.	Council agreed amendment to Standing orders to bring planning matters in to line with other calls for an extraordinary meeting in that if 2 or more Councillors request an additional meeting, via the Chair, an extra meeting of the Council will be called by the Clerk to discuss planning issues – Clerk to amend
23.	<p>Council considered adopting standard email format for Councillors</p> <p>Eg CllrMcGaw.coberleypc@gmail.com</p> <p>Clerk to send simple guide to Councillors</p>
24.	<p>Council considered Queen’s Jubilee celebrations</p> <ul style="list-style-type: none"> • Agreed donation by Parish Council via Events budget • Beacon -Thursday evening • Any other events- suggestion of Big Lunch on Sunday driven by the Community
25.	<p>Council noted correspondence received</p> <ul style="list-style-type: none"> • Cheltenham Borough Council is consulting on a Climate Change Supplementary Planning Document (SPD). The consultation will run from 7 March 2022 to 4 April 2022. • The Clerk has invited opt-out of wish to continue to subscribe to updates • CDC has informed Council that the date of 4 yearly elections will be 4th May 2023 • GLEAM consultation: an opportunity to end the use of green lanes by recreational motor vehicles in the Cotswolds AONB -noted • 'no heavy vehicles' sign” request by resident to stop large lorries going through the village (see highways issues)

26.	Council considered Asset Register updates and agreed <ul style="list-style-type: none"> • inclusion of the 2nd bus shelter on the main road (A435, near to Cowley junction) • location of mower, strimmer and grit spreader to be confirmed • the ownership of the village green to be included in asset register and to inform insurance company
27.	Date of next meeting 25th May AGM 7pm and Parish Assembly 8pm Meeting closed at 23/3/22

Asset Register May 2022

ref	Description	Location	Date acquired (if known)	Purchase cost (if known)	Current Value	replacement value
1	Bench	Village Green	Unknown	Unknown	£100.00	£500.00
2	Sun Dial	Village Green	Unknown	Unknown	£11,693.00	£20,000.00
3	Telephone Box	Coberley Village	22/04/2010	£1.00	£3,000.00	£3,000.00
4	Bus Shelter	On main road	Unknown	Unknown	£15,000.00	£15,000.00
5	Bus Shelter	On A435/Coberley Road junction	unknown	unknown	£10,000.00	£10,000.00
6	Mower	School	10/03/2010	£405.37	£250.00	£550.00
7	Strimmer	School	01/12/2006	£127.90	£150.00	£280.00
8	Grit Spreader	School	01/12/2006	£210.00	£100.00	£180.00
9	Notice Board	Ullenwood	Unknown	Unknown	£1,000.00	£1,000.00
10	Notice Board x2	Coberley Village	Unknown	Unknown	£2,000.00	£2,000.00
11	Notice Board	Salterley Grange	02/03/2011	£600.00*	£1,000.00	£1,000.00
12	Grit Bins x27	locations throughout Parish	2012-2015	£1,100.76	£2,295.00	£2,700.00
13	Info plaque Seven Springs	Seven Springs	Jan-14	£63.00	£63.00	£150.00
14	WW1 Brass Plaque	Village Green	Oct-14	£120.00	£120.00	£150.00
15	Laptop	Clerks home	Apr-13	£431.98	£500.00	£500.00
16	Defbrillator	Telephone Box, Coberley Village	16/11/2017	£1,806.00	£1,806.00	£1,806.00
17	2 Drawer Filing Cabinet	?	25/07/2018	gifted	£60.00	£60.00
18	Shredder	?	25/07/2018	gifted	£50.00	£50.00
				TOTAL	£49,187.00	£58,926.00

Financial reports for y/e 31/3/22

Bank reconciliation

bank balance at 1/4/21	7,946.74	bank balance at 31/3/22	8,821.60
unpresented cheques		unpresented cheques	0.00
	548.00		
	66.00	<u>balance per cash book</u>	<u>8,821.60</u>
	191.04		
	20.60		
	20.85		
	35.94	882.43	
<u>balance per cash book at 1/4/21</u>	<u>7,064.31</u>		

Bank balance at 1/4/21 £7,064.31

Total payments £4,829.70

Total receipts £6,586.99

Balance at 31/3/22 £8821.60

Split of Reserves to be approved

Consideration to be given to earmarking reserves eg defibrillators, noticeboards, contingency, precept

PAYE reconciliation	PAYE	salary
per cash book	101.60	2,913.88
Total per HMRC	101.60	2,913.88

Cash book for year ended 31/3/22

Date of payment	Detail	Cheque No.	Expenditure	Income
22/04/2021	Precept			4,875.00
22/04/2021	CDC CIL Neighbourhood Payt (Dowmans)			86.99
04/05/2021	GAPTC		75.86	0.00
04/06/2021	Curtis Website Design		30.62	0.00
04/06/2021	Hewer		82.80	0.00
04/06/2021	D Cook (Clerk expenses)		14.34	0.00
14/06/2021	D Cook (Clerk)		821.85	
14/06/2021	PATA UK		12.95	0.00
30/06/2021	came & co		465.55	0.00
13/09/2021	D Cook (Clerk)		790.53	0.00
13/09/2021	PATA UK		12.95	0.00
13/09/2021	Coberley Primary School (Grant)		100.00	0.00
21/09/2021	Precept			1,625.00
19/10/2021	Signcraft		36.00	
29/10/2021	D Cook (exp Wreath)		20.00	0.00
29/10/2021	Krystal Hosting Ltd		8.39	
30/11/2021	Curtis Website Design		255.00	0.00
06/12/2021	MJ Beard Property Maintenance		471.00	0.00
20/12/2021	PATA UK		12.95	
31/12/2021	D Cook (Clerk)		701.79	0.00
23/03/2022	B Holder (clerk)		470.20	0.00
23/03/2022	D Cook		355.41	0.00
23/03/2022	PATA UK		25.85	0.00
23/03/2022	hmrc		101.60	0.00
31/03/2022	write off unrepresented payment		-35.94	0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
TOTALS			4,829.70	6,586.99

Budget against actual

2021-22				
		Details	Budget	actual
Receipts				
		Precept	6,500.00	6,500
		Interest		
		Grants		87
		Insurance Claim		
		other		
		VAT refund		
TOTAL				6587
Payments		Staff Costs (inc, hmrc)	2,800.00	2914
		Event Donation/ Jubilee	500.00	
		Defibrillator	100.00	112
		Admin Expenses	150.00	306
		Laptop & Software		
		Insurance premium	450.00	465
		Subscriptions	100.00	76
		Coberley School	100.00	100
		Web Site	100.00	293
		Asset Maintenance	400.00	
		Professional services	1,000.00	65
		Notice board/ parking		
		Grass Cutting	500.00	471
		Winter Resilience	100.00	
		Bank Charge		
		Donations	100.00	20
		Training	100.00	
		Audit		
		VAT Recoverable		8
		contingency		
TOTAL			6,500.00	4829

Surplus £1758 for year

Certificate of Exemption – AGAR 2021/22 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2022, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2022 and a completed Certificate of Exemption is submitted no later than **30 June 2022** notifying the external auditor.

COBERLEY PARISH COUNCIL

certifies that during the financial year 2021/22, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2021/22: £6,587 PER AMOUNT £00,000

Total annual gross expenditure for the authority 2021/22: £4,830 PER AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2018
- In relation to the preceding financial year (2020/21), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2022.

By signing this certificate you are also confirming that you are aware of this requirement.

Signed by the Responsible Financial Officer

Date

SIGNATURE REQUIRED

DD/MM/YYYY

I confirm that this Certificate of Exemption was approved by this authority on this date:

DD/MM/YYYY

Signed by Chairman

Date

SIGNATURE REQUIRED

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Generic email address of Authority

Telephone number

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

COBERLEY 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 2022, that:

	Agreed		
	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
			has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.
			✓

*For any statement to which the response is 'no', an explanation must be published

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 Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Other information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has

Yes | No

Section 2 – Accounting Statements 2021/22 for

COBERLEY PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
1. Balances brought forward	4,835	7,064	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	6,500	6,500	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	602	87	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	2,816	2,914	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	2,057	1,916	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	7,064	8,821	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	7,064	8,821	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	49,126	49,126	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).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A
			✓
			The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2022 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

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 Chairman of the meeting where the Accounting Statements were approved

Smaller authority name: **Coberley parish council**
NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF
UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY
RETURN

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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

NOTICE	NOTES
<p>1. Date of announcement ____ 17th May 2022 (a)</p> <p>2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.</p> <p>Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit 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 2022, these documents will be available on reasonable notice by application to:</p> <p>(b) Clerk – B Holder @coberleypc@gmail.com</p> <p>commencing on (c) ____ 28th June 2022 _____</p> <p>and ending on (d) ____ 9th August 2022 _____</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 subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 15 Westferry Circus Canary Wharf London E14 4HD sba@pkf-l.com</p> <p>5. This announcement is made by (e) B Holder</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 at least 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>