



# STANWIX RURAL PARISH COUNCIL

Chairman: Cllr C Nicholson

Clerk: Sarah Kyle, Hill House, Walton, Brampton, CA8 2DY  
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5 June 2019

**A meeting of Stanwix Rural Parish Council will be held on:**

**Wednesday 12th June 2019 in the Parish Hall, Crosby-on-Eden at 7.30pm**

**This is a public meeting and all are welcome to attend**

Sarah Kyle  
Clerk to the Council

## Agenda

**1. Apologies for absence**

To receive apologies and approve reasons for absence

**2. Minutes of the meeting of the Parish Council held on 8 May 2019**

To authorise the Chairman to sign as a correct record the minutes of the last meeting of the Parish Council held

**3. Requests for Dispensations**

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

**4. Declarations of Interest**

To receive declarations by members of interests in respect of items on this agenda

**5. Public Participation**

5.1 In accordance with Standing Order 3e the Chairman will, at his discretion, invite members of the public to address the meeting in relation to the business to be transacted at this meeting

5.2 To receive reports from City and County Councillors.

**6. Planning matters**

**6.1 To Consider New Applications:**

19/0348 Land to the Rear of South View, The Green, Houghton, Carlisle, CA3 0LN - Erection Of 1no. Dwelling And Detached Garage

19/0029/S211 13 Rickerby Court, Rickerby, Carlisle, CA3 9BF - Removal Of 1no. Conifer Tree In Rear Garden

**6.2 To Note Permission Notices Received:**

18/0650 Beck Farm, Crosby on Eden, Carlisle, CA6 4QN - Erection Of 3no. Dwellings (Outline)

### **6.3 To note Withdrawn Applications:**

**19/0186 36 Whiteclosegate, Carlisle, CA3 0JB - Change Of Use From Dwelling To Residential Care Home For People With Learning Disabilities Including Conversion Of Detached Garage Into Accommodation**

### **7. Clerk's Report**

Clerk to give a report on actions undertaken following the May meeting

### **8. Administrative Matters**

#### **8.1 Community Plan - Action Plan**

To consider an update to the above

#### **8.2 Co-option Policy**

To agree the above and to note the display of the required advertisement for current vacancies

#### **8.3 Carlisle Lake District Airport Consultative Committee Meeting 16 May 2019**

To receive a verbal report

### **9. Village Matters**

#### **9.1 Brunstock Common**

To consider progress with the stone work required for the pond

#### **9.2 Speedwatch**

To receive a verbal update

#### **9.3 Land Registry**

To receive a verbal report regarding progress with the applications of various parcels of land

### **10. Finance matters**

**10.1 To approve payments** detailed in the schedule and to authorise the signing of the reconciled balances at bank

#### **10.2 Income Received**

To note receipt of £200 from Cumberland Building Society (Houghton Fair sponsorship)

### **11. Schedule of Correspondence, notices and publications**

To note items of correspondence received since the last meeting (email copies available upon request from the Clerk, please advise prior to the meeting):

- CALC May Newsletter
- Carlisle City Council Privacy Notice
- Carlisle City Council Community Group Funding Opportunities
- Town & Parish Councils - VE Day 75 - 8th May 2020
- CSFP Independent Chair Recruitment Campaign

### **12. 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*

*Further agenda items should be submitted to the Clerk by 2 July 2019*

**18. Date of next meeting** – to resolve that the next meeting of the Parish Council be held at 7.30pm on Wednesday 10th July 2019 in Susan's Farm, Houghton.

*Members are reminded that, in accordance with the Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests on a 'Notification by Member of Pecuniary and Other Registrable Interests' form. The Code places a duty on all Parish Councillors to ensure that the information given in their Notice of Interest is current and it is a breach of the Code should Parish Councillors fail to give further notice in order to ensure that their Personal Interests form is up to date. Members are therefore politely reminded of the need to complete a new form in respect of any change to their interests, including changes of employment, ownership or renting of property within 28 days of any change taking place.*

## STANWIX RURAL PARISH COUNCIL

### Minutes of the Annual Meeting of Stanwix Rural Parish Council held on Wednesday 8 May 2019 in the Wildlife Centre, Houghton at 7:30 p.m.

**Present:** The Chairman Cllr C Nicholson and Cllrs A Coles, M Ellmore, A Lightfoot, H Phillips, C Savory, S Splinter and N Watson.

ACTION

**In Attendance:** City Cllrs E Mallinson, P Nedved and F Robson (entered at 9pm). One member of the public.

#### **SR 816/5/19 Election of Chairman for the Council Year 2019/20**

**Resolved** that Cllr Nicholson be elected as Chairman for the Council Year 2019/20. Cllr Nicholson signed the Declaration of Acceptance of Office.

#### **SR 817/5/19 Appointment of Vice-Chairman**

**Resolved** that Cllr Phillips be appointed as Vice-Chairman for the Council Year 2019/20.

#### **SR 818/5/19 Declaration of Acceptance of Office Forms**

**Noted** that all Cllrs present had signed the above in the presence of the Clerk. Arrangements had been made for Cllr Sherriff to sign the required paperwork within the statutory timescales.

CLERK

#### **SR 819/5/19 Apologies for absence**

Apologies were received and accepted from Cllr Sherriff. County Cllr J Mallinson also sent apologies.

#### **SR 820/5/19 Minutes of the meeting of the Parish Council held on 10 April 2019**

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

#### **SR 821/5/19 Co-option of New Councillors**

*M Ellmore left the room for discussion of this item only.*

**Resolved** to co-opt, with immediate effect, M Ellmore to the Parish Council. Cllr Ellmore signed the Declaration of Acceptance of Office.

#### **SR 822/5/19 Requests for Dispensations**

No requests for dispensations were received.

#### **SR 823/5/19 Declarations of Interest**

Cllr Splinter declared an interest in planning application 19/0306, the applicant being known to him. Cllr Nicholson also declared an interest, at the time of the item, in matters relating to Houghton Village Hall, including the Houghton Fair; his wife being the treasurer of the Committee.

#### **SR 824/5/19 Public Participation**

One member of the public was in attendance to answer any queries relating to planning application 19/0291. No questions were deemed necessary.

#### **SR 825/5/19 Planning Matters**

##### **825.1 New Applications:**

**19/0291 Study Quiet, Rickerby, Carlisle, CA3 9AA - Replacement Of 5no. Windows With Timber Slim-Line Double Glazed Sliding Sash Windows (LBC)**

**Resolved:** To recommend that the application be determined in accordance with local and national planning and conservation policy and guidance.

**18/0937 Wm Morrisons Supermarkets plc, Kingstown Road, Carlisle, CA3 0QZ - Erection Of Restaurant With Drive-Through Facility**

**Resolved** that a draft response will be circulated to all Cllrs for submission and ratified at the June Parish Council meeting.

CN

**19/0335 Hartside, 46 Houghton Road, Houghton, Carlisle, CA3 0LA** - Erection Of Single Storey Rear Extension To Provide Extended Kitchen And Garden Store

**Resolved:** To recommend that the application be determined in accordance with local and national planning and conservation policy and guidance.

**18/0650 Beck Farm, Crosby on Eden, Carlisle, CA6 4QN** - Erection Of 3no. Dwellings (Outline)

**Resolved** to note the comments and recommendations of the Environment Agency (letter dated 8 May 2019) and draw the attention of officers to the submitted response by the Parish Council of 30 January 2019 wherein it considered it inappropriate to determine an outline application without clear evidence of the possible impact from impending changes to the local flood defences. Although now at an advanced stage of planning, the proposed changes to the flood defences may yet be subject to amendment. The Parish Council therefore recommends that determination be deferred until such time as the modified flood defences are in place and any resultant impact has been taken fully into account.

**19/0306 Moss Cottage, The Knells, Houghton, Carlisle, CA6 4JN** - Erection Of Single Storey Side Extension To Provide En-Suite Bedroom

**Resolved:** To recommend that the application be determined in accordance with local and national planning and conservation policy and guidance.

#### **825.2 Resolved to Note Permission Notices Received:**

**19/0099 39 Whiteclosegate, Carlisle, CA3 0JA** - Single Storey Rear Extension To Provide Dining Room

#### **SR 826/5/19 Clerk's Report**

A report had been circulated alongside the agenda and the Clerk provided a verbal update, where applicable, regarding the following:

##### *753.2/12/18 Bus Stop Seating*

The Clerk has chased up this issue however it currently remains ongoing.

CLERK

##### *767.5/1/19 Houghton Village Green Parking Barrier*

The County Council have advised that they have no input into objects placed on Parish Council owned land so long as they are not be placed within the highway boundary. It was agreed that a suggestion of heavy wooden planters containing a shrub might be most appropriate.

CLERK

##### *SR 796.1 /3/19 Summer Play Scheme*

It has been confirmed that the age range for the above (to be held at Crosby Parish Hall on Wednesday 24th July, 7th August and 21st August and Houghton on 31st July 14th August and 28th August) will be for children who attend primary school this year as opposed to 5 – 12.

##### *SR 796.5 Houghton School Parking*

This remains ongoing.

CLERK

##### *18/0928 Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS*

The City Council's response to queries regarding the above application was received. It was agreed that the response failed to fully address the issues raised and that further clarification be sought.

CN

##### *815/4/19 Village Green*

The planting of one tree has been referred to Houghton in Bloom for action.

## Other Issues:

### *Parking in Houghton*

An email has been received regarding perceived nuisance parking in Houghton. It is noted that the relevant authorities were included in the circulation list of the email and the matter will be for them to deal with.

### *Overgrown Hedge*

A report of an overgrown hedge at Rickerby was lodged to the Clerk and subsequently reported to Highways. However, they have responded to say they will take no further action.

### *Construction Works*

Reports of construction works in Crosby-on-Eden have been referred to Carlisle City Council for investigation.

### *Crosby Parish Hall Hedge*

Consideration is to be given to the reduction in height of the hedge at Crosby Parish Hall at the next cut following the bird-nesting season.

### *Fly-Tipping*

City Cllr Bainbridge kindly reported fly-tipping in the bus shelter in Houghton however the waste remains present.

### *Speedwatch*

In 2018 speed watch volunteers carried out 8 observations, each lasting about an hour, and recorded 49 vehicles speeding. Their presence had a noticeable effect with many vehicles suddenly slowing down.

## **SR 827/5/19 Flood Recovery**

It was noted that the final scheme and details of the local consultation are still awaited.

This item will be moved to the Clerk's report in subsequent meetings unless there is action to consider, wherein it will be returned to the agenda proper.

## **SR 828/5/19 Administrative Matters**

### **828.1 Programme of Meetings**

**Resolved** that all meetings will take place on the second Wednesday of the month, alternating between Crosby-on-Eden and Houghton, with the exception of the January meeting (to be held on Wednesday 15 January 2020). No meeting is planned for August unless urgent business occurs.

### **828.2 Review of Policies and Procedures**

**Resolved** that the following policies and procedures have been reviewed with no changes required:

- Standing Orders
- Financial Regulations
- Complaints Procedure
- General Data Protection Regulations (numerous policies)
- Freedom of Information (numerous policies including the Publication Schedule)

**Also resolved** to adopt:

- Press and Media Policy

It was noted that the Co-option Policy is being reviewed and a draft will be circulated in due course.

CLERK

### **828.3 Appointment of Representatives to Outside Bodies and Appointment of Working Groups**

**Resolved** to appoint the following representatives to outside bodies:

- Houghton Village Hall Committee – Cllr Lightfoot
- Crosby Village Hall Committee – Clerk to seek quarterly report
- Brampton & Beyond Community Trust – no appointment made at this time

Also **Resolved** to appoint the following working groups:

- Finance/Risk - Cllrs Nicholson, Coles, Lightfoot & Phillips
- Planning & Housing - Cllr C Nicholson & relevant ward Cllrs
- Personnel - To be called on an ad-hoc basis according to need
- Salary Review – Cllrs Nicholson, Phillips & the Clerk
- Cllr Interview Panel - To be called on an ad-hoc basis
- Complaints/Appeals - Relevant selection based upon nature of complaint/appeal
- Environment & Recreation - Cllrs Ellmore, Phillips & Savory
- Highways & Transport - Cllr Coles
- Community Plan - Relevant selection called upon ad-hoc
- Brunstock Common – Cllrs Nicholson, Coles and Watson
- Houghton Fair – No appointment made
- Flood Group – No appointment made

## **SR 829/5/19 Village Matters**

### **829.1 Houghton Village Fair**

Minutes of the previous working group meeting, held on 23 April, had been circulated alongside the agenda and were received and noted. A request for attendance on the day, both to help with the set-up/tidy away and also to be present as stewards was made. Cllrs Ellmore, Lightfoot and Savory committed to assisting.

### **829.2 Brunstock Common**

It was reported that the safety equipment, signage and risk assessment checking schedule was now in place. Quotations were required for the placement of stones in and around the pond. This will be progressed as a matter of urgency.

### **829.3 Land Registry**

Maps showing the areas that will be applied for registration at Houghton had been circulated alongside the agenda and it was **resolved** to proceed with the application. An area of questionable common land at Park Broom was also discussed, with options suggested to either attempt the registration of the land in its entirety or to consider the transfer of ownership in part.

**Resolved:** Two Cllrs to visit the householder adjacent to the common land to discuss land ownership/possession before the matter is considered again at a future meeting.

### **829.4 Claimed Right of Way – Centurions Walk to Houghton Road Carlisle**

**Resolved** to ratify the previously submitted response, objecting to the above. A discussion was also held regarding the history of the permissive footpath and current issues regarding pedestrian access in the areas adjacent to the Parade Ground.

### **829.5 Speedwatch**

An update was given regarding sessions recently held, noting that 61 people were caught speeding during five sessions held in April/May. It was noted that a lack of volunteers threatens the future of the scheme in Houghton. An advert to be placed in the Echo if possible, stressing that the time commitment involved amounts generally to no more than four hours per person over two weeks. The Police have committed to deploy the Speed Van to the area more frequently and this will be pursued.

Clarification was given that repeater signage is not permissible in the area due to the Road Traffic Act regulations and the procedure for repeat offenders caught under the scheme.

The lack of road markings in the centre of Houghton was noted as cause for concern. A request will be made to the Police to assess whether an area near to the pinch points/shop could be risk assessed for monitoring in the future.

SS

CN/  
CLERK

CS

CS

## SR 830/5/19 Financial Matters

### 830.1 Insurance 2019/20

**Resolved** to accept a quotation of £968.81 for the provision of insurance for the current Council year, as the first year of a three-year long-term binding agreement with Came & Company with Hiscox.

### 830.2 SLCC Membership

**Resolved** to authorise renewal of membership fees for the Clerk at a cost of £196.00.

### 830.3 Internal Audit Report

**Resolved** to receive, note and accept the end of year internal auditors report for the financial year 2018/19, which had been circulated alongside the agenda. No matters were brought to the attention of the Council for action.

### 830.4 Annual Governance and Accountability Return (AGAR) Annual Governance Statement for the Year Ended 31<sup>st</sup> March 2019

**Resolved** to approve the Annual Governance Statement and authorise the Chairman to sign the annual return.

### 830.5 Statement of Accounts to Year Ended 31<sup>st</sup> March 2019

**Resolved** to approve the Accounting Statements 2018/19 and authorise the Chairman to sign the annual return.

### 830.6 Internet Banking

**Resolved** to confirm approval for the Clerk to continue to authorise internet banking payments and for the direct debit for pension payments and the ICO to continue until further notice.

### 830.7 Bank Mandate/Signatories

**Resolved** to appoint Cllrs Phillips and Savory to be authorised signatories alongside Cllrs Coles and Sherriff. Updated bank mandates will be circulated for completion. Cllr Ellmore was appointed to sign the bank reconciliation monthly.

CLERK/  
HP/CS

### 830.8 Payments:

**Resolved** that the following payments be approved:

NEST Pension, May pension	£94.29
Sarah Kyle, May salary and reimbursements	£1,344.02
HMRC, May PAYE and NI	£222.57
Cumbria Payroll, May payroll	£18.00
Tech4Office, Mar/Apr printing	£42.64
CALC, subscriptions	£420.02
Seton, safety equipment	£194.81
CGM, grounds maintenance	£3,315.53
G Airey, Internal audit	£121.16
Pattinsons Painters, notice board staining	£50.00
SLCC, subscription	£196.00
Came & Company, insurance	£968.81

**TOTAL: £7,020.21**

### 830.9 Noted: balances at bank as at 30 April 2019:

Community Account	£930.65
Money Manager Account	£90,151.10
Cash Account	£2,571.95
Income to 30/04/19	£46,500.00
Expenditure to 30/04/19	£5,265.36

**830.10 Income Received**

**Resolved** to note receipt of £46,500 precept from Carlisle City Council.

*City Cllrs Mallinson, Nedved and Robinson entered the meeting at 21.00.*

**SR 831/5/19 Schedule of Correspondence, Notices and Publications**

A schedule of correspondence, notices and publications received since the last meeting was noted. A CALC summer conference, to be held on 22 June, was also brought to the attention of Cllrs.

**SR 832/5/19 Councillor Matters**

**Cllr Phillips** requested that the state of the Tribune Drive play area be placed on the next agenda for consideration.

**Cllr Coles**, supported by Cllr Splinter, reported an incident regarding the illegal use of ATV's in Houghton by minors. The Clerk will seek an update from the PCSO as to the outcome.

CLERK

**Cllr Coles** also noted he had submitted Freedom of Information requests regarding the lack of progress with the Eden Gate play area.

City Cllr Mallinson reported that assistance will be provided for the play area query. She also reported that the issue of the perch seat (min. 826/5/19 refers) was being progressed by County Cllr Mallinson. Furthermore, it was noted that traffic cones are available for schools from Cumbria County Council to deter illegal parking.

**SR 833/5/19 Date of Next Meeting**

**Resolved** that the next meeting of the Parish Council be held on Wednesday 12th June 2019 in the Parish Hall, Crosby-on-Eden at 7.30pm.

There being no further business, the Chairman closed the meeting at 9.18pm.



**STANWIX RURAL PARISH COUNCIL**  
**CLERK'S REPORT PARISH COUNCIL MEETING 12 JUNE 2019**

In addition to the items covered within the agenda, the following items are to report on:

*753.2/12/18 Bus Stop Seating*

Permission for the placement of a perch seat has been denied on the grounds of safety/utilities. The tarmac area is too close to the road for the safe installation of a perch seat and the grassed area behind is unsuitable due to the existence of utilities underneath. There will be no further action with this matter.

*767.5/1/19 Houghton Village Green Parking Barrier*

A letter has been sent to the householder confirming the suggestion of the placement of two wooden planters. It has subsequently been confirmed by Highways that the placement of boulders is illegal therefore the Clerk is seeking clarification regarding those at Tarraby.

*SR 796.5 Houghton School Parking*

This remains ongoing.

*18/0928 Land adjacent to Meadow Cottage, Tarraby, Carlisle, CA3 0JS*

This remains ongoing.

*SR 830.7/5/19 Bank Mandate*

This remains ongoing. The Clerk hopes to have the paperwork at the June meeting for completion.

*SR 829.1/5/19 Houghton Fair*

The Fair will take place on 29<sup>th</sup> June from 1pm to 5pm. Arrangements are now fully in place. A full risk assessment covering the event has been produced and is held on file. Cover for the stall holders is also provided.

*SR 826/5/19 Construction Works*

The Enforcement Officer has written to the land owner.

*SR 826/5/19 Fly-Tipping*

The litter reported has now been removed.

*SR 832/5/19 ATV's*

The Police confirmed a pit bike was seized by a traffic officer and no further complaints were received.

*SR 832/5/19 Cones*

Cones have been provided from Cumbria Highways to Houghton School.

*SR 832/5/19 Tribune Drive Play Area*

This matter will be discussed in July.

**Flood Recovery**

Correspondence has been sent to the Environment Agency requesting an update regarding the scheme and a resident meeting.



## Stanwix Rural Community Action Plan 2017 - 2021



Issue	Action(s)	Lead Group & Partners	Priority	Timescale	Resources	Progress
<b>A689</b>						
Concerns regarding safety/RTA's/near misses on road	Collate safety data and work with lead agency to progress	<b>Cumbria Highways</b> Parish Council	High	1 - 3 years	Parish Council to consider partnership working with agencies for funding	Residents leading discussions with MP, Cumbria County Council & Police. Data collation awaited from resident survey.
Insufficient road signage	Speak to other agencies who are responsible for roads	<b>Cumbria Highways</b>				See above.
Rubbish clearance	Encourage reporting of fly-tipping	Cumbria County Council Carlisle City Council Parish Council	Medium	2 - 5 years		No progress to date.
Provision of footpaths & cycle ways	Identify areas for development	Parish Council Cumbria County Council Wall Together				Remains necessary to prioritise where and when to consider.
<b>Brunstock Common Land</b>						
No recreation facilities available; lack of maintenance/development	Identify suitable recreational facilities & begin funding sourcing (for e.g. sports facilities, play facilities etc) Begin plan of maintenance for the area (better hedge cutting, planting?)	<b>Parish Council</b> Invite residents from Brunstock to form a working group	High	1 - 3 years	Parish Council External Funders Local People Grant bodies	Pond restoration completed with stone work to action. Bench & panel next priorities.
<b>Street Lighting in Houghton</b>						
Concerns regarding street lighting in numerous areas	Ask for a survey to be carried out of lighting and discuss options for increased provision	<b>Cumbria County Council</b> Parish Council Local Residents	Medium	2 - 5 years	Cumbria County Council; Parish Council	Works completed.



## Stanwix Rural Community Action Plan 2017 - 2021



<b>Police Problems</b>						
Speeding in Houghton	Reduce speeding, raise awareness Lobby for increased signage; begin use of speed radar gun	<b>Cumbria Police</b> <b>Local residents</b> Parish Council Cumbria Highways	High	1 - 2 years	Parish Council Cumbria County Council; Cumbria Police	Police van in regular attendance, more volunteers to be recruited.
Lack of police presence	Identify reasons for perception of lack of presence; Seek increased visibility if appropriate; Ask Police and Crime Commissioner for input	Police and Crime Commissioner Parish Council <b>Cumbria Police</b> Local Residents	Medium	1 - 3 years	Parish Council	Request made to Police
<b>Young People</b>						
Lack of engagement with young people in the Parish	Identify and engage with local youth groups; Consider Youth Council.	Parish Council; Local youth groups (e.g. scouts, guides, young farmers)	Low	1 - 5 years	Parish Council	Matter being deferred until Cllr numbers increase.
<b>Flood Defences</b>						
To support the established flood group in Crosby-on-Eden	To provide necessary support as appropriate for the flood defence/action group	<b>Local Residents</b> Parish Council Environment Agency Carlisle City Council Cumbria County Council	High	1 - 2 years	Parish Council Environment Agency Carlisle City Council Cumbria County Council	Support in place for groups. Emergency boxes to be completed later if desired.





## Stanwix Rural Community Action Plan 2017 - 2021



Project	Lead Person	Priority	Timescale	Resources (Adjusted)	Progress
<b>Brunstock Common</b>					
Pond restoration	Environment Group	High	n/a	£0 although grant funds still to claim	Completed
<b>Footpaths &amp; Walks</b>					
Leaflets	Cllr Phillips	Medium	< 12 months	£400 – will require top-up from contingency	Leaflet production of first 3 walks in draft form
<b>WW1 Commemorations</b>					
Poppy seeds	Clerk	Low	12 months	£42.04	Seeds purchased and passed onto grounds maintenance team for planting – update required
<b>Summer Fair</b>					
Hosting of annual fair	Clerk	High	29 June 2019	£1250 & £200 in budget. Final costings to be considered.	All arrangements now in place.
<b>Land Registration</b>					
Registration of numerous parcels of land	Clerk	Low	> 12 months	£2874	Work remains ongoing in all areas
<b>Contingency Project</b>					
Brunstock pond stone Work	Cllr Splinter	High	Urgent	£6000 to spread over all contingency projects	Need to install stones in and around pond, quotations required and decision reached on how to progress as urgently as possible
<b>Community Plan Development</b>					
Brunstock Bench	Clerk	High	Before end of summer	£2000.00	Need to request and consider quotations
<b>Interpretation Panels</b>					
Panel for Brunstock	Cllr Nicholson	Medium	< 6 months	£2500	Quotations required for joiner cabinet and home made design
<b>Rural Play Scheme</b>					
6 hosted dates	Clerk	High	Summer dates set	£2,800	To evaluate figures after events held

**STANWIX RURAL PARISH COUNCIL**  
**SCHEDULE OF PAYMENTS TO BE AUTHORISED 12 JUNE 2019**

PAYEE	DETAILS	AMOUNT	VOUCHER No.	PAYMENT
NEST Pension	June Pension	£ 94.29	24	DD
Sarah Kyle	June salary plus reimbursements	£ 1,254.49	25	BACS
HMRC	June PAYE and NI	£ 222.27	26	BACS
Cumbria Payroll	June Payroll	£ 18.00	27	BACS
Tech4Office	Apr/May Printing	£ 52.57	28	BACS
Cumbria Wildlife Trust	Rental	£ 20.00	29	BACS
Helen Dutch	Houghton Fair entertainment	£ 250.00	30	BACS
AR Bouncies	Houghton Fair entertainment	£ 325.00	31	BACS
Newlands Activity Centre	Houghton Fair entertainment	£ 500.00	32	BACS
Crosby Parish Hall	Rental April & June	£ 40.00	33	BACS
Burnetts	Fees to date	£ 1,017.20	34	BACS
Stanwix Rural Parish Council	Float and prizes for Fair	£ 284.00	35	Cheque
		<u>£ 4,077.82</u>		

**Authorised by:**

Signatory 1:

Minute Ref:

Signatory 2:

**Balance at 31st May 2019**  
**Bank Reconciliation**  
**Cash Book:**

Balance at 01.04.19	£52,323.05	
Receipts to 31.05.19	<u>£46,700.00</u>	
	<u>£99,023.05</u>	
Less expenditure at 31.05.19	£12,285.56	
<b>Balance at 31.05.19</b>		<u><u>£86,737.49</u></u>

Represented by:

Community A/C (HSBC)	£2,106.44	
Money Manager A/C (HSBC)	£82,151.10	
Cash Account (CBS)	£2,771.95	
less outstanding payments vn10, vn22	£292.00	
		<u><u>£86,737.49</u></u>

Reconciled by:

**STANWIX RURAL PARISH COUNCIL**  
**SCHEDULE OF PAYMENTS TO BE AUTHORISED 12 JUNE 2019**

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<b>Balance at 31.05.19</b>	<u><u>£86,737.49</u></u>
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Represented by:

Community A/C (HSBC)	£2,106.44
Money Manager A/C (HSBC)	£82,151.10
Cash Account (CBS)	£2,771.95

less outstanding payments vn10, vn22	£292.00
	<u><u>£86,737.49</u></u>

Reconciled by: \_\_\_\_\_