



Chairman: Cllr C Nicholson

Clerk: Sarah Kyle, Hill House, Walton, Brampton, CA8 2DY
www.stanwixrural.co.uk clerk@stanwixrural.co.uk Tel: 07548 981 009

17th July 2025

You are summoned to attend a meeting of Stanwix Rural Parish Council on **Wednesday 23rd July in Crosby Parish Hall at 7.30pm.** This is a public meeting and all members of the press and public are welcome.

THIS MEETING WILL BE AUDIO RECORDED FOR TRANSCRIPTION PURPOSES – A COPY OF THE RECORDING WILL BE AVAILABLE UPON REQUEST BY EMAIL FROM THE CLERK

Yours faithfully

A handwritten signature in black ink, appearing to be 'SK' or similar, representing Sarah Kyle.

Sarah Kyle

Clerk & Responsible Financial Officer

Agenda

1. Apologies for Absence

To receive written apologies and approve reasons for absence

2. Minutes of the Meeting of the Parish Council held on 11th June 2025

To resolve to authorise the Chairman to sign to approve the accuracy of the minutes

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 Orders](#) 3e – 3k, 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 Cumberland Councillors

5. Planning Matters

5.1 To Ratify Responses to Applications:

25/0328 Rewanda, The Knells, Houghton, Carlisle, CA6 4JG - Extension Of Existing Attached Garage

5.2 Consider New Applications:

25/0377 Eden Meadows, Linstock, Carlisle, CA6 4PY Variation Of Condition 2 (Approved Documents) Of Previously Approved Application 24/0233 (Demolition Of 1no. Bungalow; Erection Of 1no. Replacement Two Storey Dwelling) To Make Alterations To House Design

25/0360 7 Drumburgh Avenue, Carlisle, CA3 0PD Erection Of Single Storey Side Extension To Provide Dining And Family Room

25/0404 St Johns Church, Crosby on Eden, Carlisle Proposed Access Ramp, Steps & Landing To Enable Effective Access To Church Inclusive Of W.C. Facilities Approved Under Application 22/0688

25/0030/TPO Little Croft, Linstock, Carlisle, CA6 4PY Reduction By 10-15% To 1no. Copper Beech Tree

5.3 To Receive Decision Notices:

23/0664 Old Clydesdale Stud, Tarraby, Carlisle, CA3 0JS Erection Of Agricultural Building

5.4 To Receive Updates regarding Ongoing Planning Issues:

23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development Consisting Of 163no. Dwellings & Associated Infrastructure

Contractor Appointed for Nutrient Mitigation Scheme

To note the above

6. Administrative Matters

6.1 Policies

To consider approval of updated complaints and co-option policies

6.2 Summer Rural Play Scheme

To receive an update with the above bookings

7. Clerk's Report

To receive a verbal report detailing updates from the last meeting

8. Village Matters

8.1 Brunstock Pond

To consider planting of the pond and authorise necessary expenditure

8.2 Houghton Tree Planting

To consider the planting of trees and removal of boulders and authorise necessary expenditure

8.3 Linstock Play Area

To receive an update with the play area installation

9. Highways Matters

9.1 Speedwatch

To receive a report regarding the effects of the above on Houghton Road

10. Finance Matters

10.1 Payments

To consider authorisation of payments as detailed in the shared document SR0725

10.2 Bank Reconciliation

To note the bank reconciliation to 30th June 2025 as detailed in the above-mentioned SR0725

10.3 Quarterly Budget Update

To receive a summary of income and expenditure against budget to end June 2025 -

11. 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.

12. Date of Next Meeting

To resolve that the next meeting of the Parish Council be held on Wednesday 10th September 2025 in Linstock WI Hall at 7.30pm.. Agenda items must be submitted to the Clerk by 1st September 2025

STANWIX RURAL PARISH COUNCIL

Draft Minutes of a Meeting held on Wednesday 11th June at 7.30pm in Crosby Parish Hall

PRESENT

The Chairman Cllr C Nicholson, Cllrs A Bell, B Bell, E Leitch, A Robinson, C Savory, D Small and N Watson.

IN ATTENDANCE

Two members of the public. The Clerk, S Kyle

SR 558/06/25 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr P Nedved. Apologies were also noted from Cumberland Cllrs J Mallinson and B Wernham.

SR 559/06/25 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 14th May 2025

Resolved to authorise the Chairman to sign, as a true and accurate record, the minutes of the last meeting of the Parish Council with an amendment to SR 556.5/05/25 to read as Cllr B Bell instead of Cllr A Bell.

SR 560/06/25 REQUESTS FOR DISPENSATIONS AND DECLARATIONS OF INTEREST

No dispensation requests were received, and no declarations of interest were made. It was clarified that as no planning application for the land east of Lansdowne Close has been received and the agenda item below is for information only, no declaration from Cllr Robinson was required.

SR 561/06/25 PUBLIC PARTICIPATION

Two residents were in attendance to make representations regarding the drainage 1 – 8 The Green, Houghton. Resident A complained that residents of the Green should have been written to with the Council's resolution. The Chairman agreed and confirmed that the feedback has been taken on board and resident's will be written to.

Before commencing, Resident B was advised that representations must be regarding new information and not revisiting previously discussed matters. They were also advised that a time limit of three minutes was in place for representations. Resident B stated:

- A concern regarding what she believed to be an inaccurate minute regarding the Chairman's mention of a wayleave, in respect of a minute from 1927 recording the laying of pipe to facilitate a private access. She also stated that she had received an email from the Chairman clarifying the position, and this was read out for the benefit of Cllrs.
- It was also verbally established that 'wayleave' was an erroneous term in respect of the access permitted in 1927 on condition of a pipe being laid beneath it.
- Resident B then asserted that the 1927 minute had formed the basis of the Council's position regarding the pipe. The Chairman pointed out that the Council's position was actually informed by legal advice.
- A request for a summary of what information would form the basis of what evidence would be presented to a solicitor if seeking legal advice today. The Chairman noted this was a hypothetical question and could not be answered in the meeting.
- A request for confirmation that the Clerk had circulated her emails to members regarding the printing of a letter from a previous Cllr to residents of 1-8 The Green. This was confirmed. Resident B was concerned that her request had been denied by members who had not requested the letter be published in the minutes and therefore requested it be placed on the notice board. It was agreed to publish the redacted version on the board after it was circulated amongst members for information again.

SR 562/06/25 PLANNING MATTERS

562.1 To Consider New Applications Received:

25/0288 76 Tribune Drive, Houghton, Carlisle, CA3 0LE - Demolition of Existing Garage & Erection of Two Storey Side Extension to Provide Garage, Utility & Snug on Ground Floor With 2no. Bedrooms & Bathroom Above Together with Single Storey Rear Extension to Provide Kitchen

Resolved that the application be determined in accordance with local and national planning policy and guidance.

562.2 Resolved to Receive Permission Notices

25/0181 61 Jackson Road, Houghton, Carlisle, CA3 0NR - Demolition of Existing Garage & Porch; Erection of Two Storey Side & Rear Extension to Provide Extended Kitchen/Lounge, Playroom, Utility, Store & WC On Ground Floor With 2no. Bedrooms (1no. En-Suite) & Bathroom Above

25/0169 Houghton House Farm, Houghton, Carlisle, CA6 4DX - Demolition of Part Collapsed Farmhouse

562.3 Resolved to Receive Updates regarding Ongoing Planning Issues:

23/0347 Land at Brunstock Lane, Houghton, Carlisle - Residential Development Consisting Of 163no. Dwellings & Associated Infrastructure

It was confirmed that the application is unlikely to be heard before the July or September Development Control Committee meeting.

Proposed new development – Land east of Lansdowne Close/ Lansdowne Court, Carlisle to note a pre-application public consultation by Castles and Coasts Housing Association

Members were informed that there had been a 17-day public consultation comprising 4 online questions. Not all properties are believed to have received the flyer informing of the consultation, and concerns were expressed that it was therefore not representative or meaningful.

563/06/25 ADMINISTRATIVE MATTERS

563.1 Review of Policies and Procedures

Resolved to agree the formalisation of the Public Participation policy and adoption of the Vexatious and Unreasonable Complaints policy.

563.2 Electoral Review of Cumberland Council: Draft Recommendations

Members were informed that the above recommended re-warding the parish. Instead of the existing five wards, only three would remain (Windsor Park, Houghton, and Crosby/Linstock). The consultation is open until 11th August and members were advised to either submit representations to the Clerk and Chairman or to respond individually as residents.

564/06/25 CLERK'S REPORT

In addition to the items on the agenda proper, the following points are noted:

Linstock Track Resurfacing

Works to repair the track are expected to take place on Monday 7th and Tuesday 8th July. This is weather dependent.

Linstock Play Equipment

Works are expected to begin on 23rd June and will last approximately five days.

Bus Shelter Noticeboard Relocation

This matter remains outstanding and will be actioned in due course.

Crosby Play Area

A new gate for the younger children's play area has been received and will be installed imminently.

Benches & Noticeboard

The received benches and new Houghton noticeboard will be installed soon.

SR 565/06/25 FINANCE MATTERS

565.1 Payments

Resolved to authorise payment of the accounts listed in document SR0525. The schedule was signed following the meeting by Cllrs Savory and A Bell.

565.2 Bank Reconciliation

Resolved to note the bank reconciliation as noted in document SR0525.

SR566/06/25 Annual Governance and Accountability Return 2024/25

566.1 Internal Auditors Report

Resolved to accept the end of year internal auditors report for the financial year 2024/25.

566.2 Annual Governance Statement

Resolved to approve the annual governance statement for 2024/25 and authorise the Chairman to sign the annual return.

566.3 Accounting Statements

Resolved to approve the accounting statement for 2024/25 and authorise the Chairman to sign the annual return.

SR 567/06/25 COUNCILLOR MATTERS

Cllr Leitch reported that she had attended a webinar with Cllrs A Bell and B Bell to consider community engagement and planning. She reported she had been impressed with the presentation; however, she advised that the Council need to be prepared in terms of capability and resource before a community led plan could be undertaken properly. She will formulate an action plan for consideration at a future meeting. Cllr Leitch also advised that the exercise should be about positive engagement with the community including proactive problem solving rather than complaining. She also stressed that there needs to be acknowledgment that the community must take the lead in matters that the parish council are unable to and cited an example where Rickerby residents fundraised independently to pay for their road, after acknowledging the Parish Council were unable to assist.

Cllr B Bell reported that the safety fencing for the Linstock play area development had been removed.

SR 568/06/25 DATE OF NEXT MEETING

Resolved that the next meeting of the Parish Council be held on Wednesday 23rd July in Crosby Parish Hall. Please note the later than normal date. Agenda items must be submitted by 14th July 2025.

There being no further business, the meeting was closed by the Chairman at 8.00pm.

STANWIX RURAL PARISH COUNCIL

VACANCY AND CO-OPTION POLICY/PROCEDURE

Although the process for co-option is not prescribed in law it is important that all applicants be treated alike so that the arrangements are transparent and fair. The co-option process adopted by Stanwix Rural Parish Council is as follows:

Casual Vacancies

A casual vacancy arises on the Parish Council after:

- a Councillor's resignation¹
- the death of a Councillor
- the disqualification of a Councillor²
- failure of a Councillor to remain qualified³

The Clerk to the Council will notify the Returning Officer at Carlisle City Council of the vacancy. Then:

- a) The Parish Council must display a "Casual Vacancy Notice" informing residents of the vacancy. The notice will run for 14 days (not counting weekends or bank holidays) from the date it is displayed on parish notice boards and gives the residents the opportunity to call for an election to fill the vacancy during this period.
- b) Or, if the vacancy occurs within six months of the next scheduled elections for the Parish Council, there is no option to hold an election. The Parish Council may fill the vacancy by co-option.

During the period of fourteen days indicated from the date the notice was displayed, ten electors from the parish can call for an election to be held to fill the vacancy. If an election is not called the Parish Council is notified by the Returning Officer and must fill the position by co-option as soon as practicable.

Qualifications

To be able to stand as a Parish Councillor, an applicant must:

- be at least 18 years old on the day of nomination
- be a British citizen, an eligible Commonwealth citizen or a citizen of any other member state of the European Union
- meet at least one of the following four qualifications:

1. They are registered as a local government elector for the parish.
2. They have occupied as owner or tenant land or other premises in the parish during the whole of the 12 months before the day of their application.
3. Their principal or only place of work during the 12 months prior to the day of their application has been in the parish.
4. They have lived in the parish or within three miles of it during the whole of the 12 months before the day of their application.

Disqualifications

Apart from meeting the qualifications for standing for election, they must also not be disqualified from standing. There are certain people who are disqualified from being elected to a parish council. They cannot be elected if at the time of their application:

- They are employed by the parish council.
- They are the subject of a bankruptcy restrictions order or interim order.
- They have been sentenced to a term of imprisonment of three months or more (including a suspended sentence), without the option of a fine, during the five years before the day of their application.
- Is disqualified for being elected or for being a member of that authority under Part III of the Representation of the People Act 1983.

Interested Electors

It is permissible for Parish Councillors (or any parishioner) to approach individuals to suggest that they might wish to consider putting their names forward for co-option.

Any interested person will be asked to

2. Attend at least one Parish Council meeting as a member of the public to observe the workings of the Council
3. Email or post a copy of their Curriculum Vitae to the Clerk
4. Complete the Eligibility form (see appendix 1) and return to the Clerk

Interview

Following the applicant's attendance at a Parish Council meeting and upon receipt of their CV and eligibility form, the Clerk to the Parish Council will consider the application, check that the individual meets the qualification requirement and circulate to an appointed Co-option Working Group, consisting of three Parish Councillors. All documents will be treated by the Clerk and Councillors as Strictly Private and Confidential.

The applicant(s) will be invited to an informal meeting with the Co-option Working Group prior to the Parish Council meeting at which the co-option will be considered. The purpose of this meeting will be to determine the applicant's suitability and to respond to any question which the applicant might have. This meeting may take place at a time and location convenient to all parties in advance of the meeting or may take place immediately prior to the Parish Council meeting if there is only one applicant and if deemed appropriate by the working group.

At the next available full council meeting the co-option will be considered. There are no rules regarding co-option of members and there are no special reasons which justify excluding the public during a council meeting, (s.1(2) Public Bodies (Admission to Meetings) Act 1960) when it is making decisions about a matter of public interest such as co-option although the Council will request that the actual applicant(s) step outside of the room during the vote.

Voting

Where the number of applicants exceeds the number of vacancies, a vote will be held. Voting will be according to the statutory requirements, in that, a successful candidate must have received an absolute majority vote of those present and voting.

If no single candidate receives a majority on the first vote, then the person with the lowest number of votes will be eliminated and voting will take place on the remainder. This process will continue until one person receives an absolute majority.

The first candidate to receive an absolute majority of those present and voting will be duly elected. Councillors shall vote by show of hands, or, if at least two members so request, by signed ballot. If any member so requires, the Clerk shall record the names of members who voted on any question to show whether they voted for, against, or abstained. In the case of an equality of votes, the Chairman of the meeting has a second or casting vote.

Council Wards These will change when LGBCE concludes its review.

Stanwix Rural Parish is divided into wards, with the number of seats per ward being:

- | | |
|---------------------|---|
| • Crosby & Linstock | 4 |
| • Houghton | 8 |
| • Pennington | 1 |
| • Vallum | 1 |
| • Wolsty | 1 |

It is the responsibility of the Clerk to advise whether vacancies exist in each ward. When co-option is being proposed of a Councillor to a ward in which they do not reside/work, careful consideration must be given by the Council to balance the need for Councillors to fill vacant seats, against the need for the whole parish to have the opportunity to be represented. The Council will determine each case on its own merits when voting.

After the Vote

After the vote, has been concluded the Chairman declares that the successful candidate is duly elected. The Clerk will notify the applicant(s) of the result as soon as practicable (unless they are present at the meeting).

Before the successful candidate can participate in Council business s/he must sign the Declaration of Acceptance of Office in front of the Clerk. Successfully co-opted applicants become Councillors in their own right, with immediate effect having signed their Declaration of Acceptance of Office and are no different from any other member. Their term of office runs until the next quadrennial elections for the Parish Council.

The Clerk will advise the Monitoring Officer at Carlisle City Council of the names of anyone co-opted to the Council. The Clerk is responsible for providing each new councillor with a new councillor's pack and should ensure that all new councillors have read and understood the Code of Conduct adopted by the Council. All new councillors must, within 28 days of appointment to office, register their Interests with the City Council. A form will be provided in the new members pack.

The Council is not obliged to provide feedback on the application process to unsuccessful candidates, but may provide limited feedback at its discretion.

Vacancies Arising After Parish Council Elections

If fewer, valid nominations were received for the Parish Council quadrennial elections than seats per ward, all those validly nominated will be declared elected. If enough Councillors were elected to form a quorum (5), the Parish Council can fill any remaining vacant seats by co-option within 35 days of the date of the election. An election will be held in any ward where nominations exceed seats per ward.

There is no statutory requirement to give public notice of local council vacancies which remain unfilled after an ordinary election (s.21(2) Representation of the People Act 1985). The Parish Council might, at its discretion, give public notice of vacancies which arise in these circumstances to encourage transparency and to attract more applicants. The normal co-option procedure outlined above including CV and interview, may be dispensed with, at the discretion of the Council, only at the Annual Meeting of the Council following elections.

Approved: 12 June 2019

1 - Resignation

A councillor may resign at any time by written notice delivered to the Clerk to the Parish Council. The resignation must be accepted: there is no procedure for withdrawing a notice of resignation once it is made. The resignation takes effect immediately upon receipt, even if some future date has been specified in the letter of resignation.

2 – Disqualification

Failure to sign the Declaration of Acceptance of Office and bankruptcy are grounds for disqualification.

3 - Failure of a Councillor to remain qualified

Failure to attend meetings for a period of six consecutive months without prior approval of the Parish Council leads to the failure of a councillor to remain qualified.

STANWIX RURAL PARISH COUNCIL

CO-OPTION ELIGIBILITY FORM

Please tick which of the following applies to you:

In order to be eligible for co-option as a Stanwix Rural Parish Councillor you must be a British subject, or a citizen of the Commonwealth or the European Union; and on the 'relevant date' (i.e. the day on which you are nominated or if there is a poll the day of the election) 18 years of age or over; and additionally, able to meet one of the following qualifications set out below.

- ☐ I am registered as a local government elector for the parish; or
- ☐ I have, during the whole of the twelve months preceding the date of my co-option, occupied as owner or tenant, land or other premises in the parish; or
- ☐ My principal or only place of work during those twelve months has been in the parish; or
- ☐ I have during the whole of twelve months resided in the parish or within 3 miles of it.

Please note that under Section 80 of the Local Government Act 1972 a person is disqualified from being elected as a Local Councillor or being a member of a Local Council if:

- a) you work for the Parish Council;
- b) you are subject of a bankruptcy restrictions order or interim order;
- c) you have within 5 years prior to the election been convicted in the UK, Channel Islands or Isle of Man, of any offence and have had passed on to you a sentence of imprisonment (whether suspended or not) for a period of not less than three months without the option of a fine; or
- d) you have been disqualified under the Representation of the People Act 1983 Part III

DECLARATION

I (insert name)

hereby confirm that I am eligible to apply for the vacancy of Stanwix Rural Parish Councillor, and the information given on this form is a true and accurate record.

SIGNATURE

NAME

ADDRESS

DATE

Please return this completed form, together with your Curriculum Vitae, to:

Sarah Kyle, Parish Clerk, Stanwix Rural Parish Council, Hill House, Walton, Brampton, CA8 2DY
Or email to clerk@stanwixrural.co.uk

General Data Protection Regulations

A copy of our Privacy Notice is available online at www.stanwixrural.co.uk Information provided will remain strictly confidential.

Stanwix Rural Parish Council
Complaints Procedure
Adopted on 23 July 2025

1. Stanwix Rural Parish Council is committed to providing a quality service for the benefit of the people who live or work in its area or are visitors to the locality. If you are dissatisfied with the standard of service you have received from this council, or are unhappy about an action or lack of action by this council, this Complaints Procedure sets out how you may complain to the council and how we shall try to resolve your complaint.
2. This Complaints Procedure applies to complaints about council administration and procedures and may include complaints about how council employees have dealt with your concerns.
3. This Complaints Procedure does not apply to:
 - 3.1 complaints by one council employee against another council employee, or between a council employee and the council as employer. These matters are dealt with under the council's disciplinary and grievance procedures.
 - 3.2 complaints against councillors. Complaints against councillors are covered by the Code of Conduct for Members adopted by the Council on *[insert date]* and, if a complaint against a councillor is received by the council, it will be referred to the Standards Committee of Cumberland Council. Further information on the process of dealing with complaints against councillors may be obtained from the Monitoring Officer of Cumberland Council.
4. The appropriate time for influencing Council decision-making is by raising your concerns before the Council debates and votes on a matter. You may do this by writing to the Council in advance of the meeting at which the item is to be discussed. There may also be the opportunity to raise your concerns in the public participation section of Council meetings. If you are unhappy with a Council decision, you may raise your concerns with the Council, but Standing Orders prevent the Council from re-opening issues for six months from the date of the decision, unless there are exceptional grounds to consider this necessary and the special process set out in the Standing Orders is followed.
5. You may make your complaint about the council's procedures or administration to the Clerk. You may do this in person, by phone, or by writing to or emailing the Clerk. The addresses and numbers are set out below.
6. The Clerk will normally try to acknowledge your complaint within five working days. Where possible, the Clerk will then try to resolve your complaint as soon as possible.
7. If you do not wish to report your complaint to the Clerk, you may make your complaint directly to the Chairman of the Council who will report your complaint to the Complaints Panel of the Council or to the Council (as appropriate).
8. The Clerk or the Complaints Panel of the Council or the Council (as appropriate) will investigate each complaint, obtaining further information as necessary from you

and/or from staff or members of the Council.

9. The Clerk or the Chairman of the Council will notify you within 20 working days of the outcome of your complaint and of what action (if any) the Council proposes to take as a result of your complaint. (In exceptional cases the twenty working days timescale may have to be extended. If it is, you will be kept informed.)
10. If you are dissatisfied with the response to your complaint, you may ask for your complaint to be referred to the Complaints Panel of the Parish Council or to the full Council and within eight weeks you will be notified in writing of the outcome of the review of your original complaint.

Contacts

The Clerk of Stanwix Rural Parish Council

Address:
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Telephone:

Email:

The Chairman of Stanwix Rural Parish Council

Address:
.....
.....

Telephone:

Email:

THE SPEEDWATCH EFFECT ON HOUGHTON ROAD

There has been anecdotal evidence over the past two years that when Community Speed Watch (CSW) is operating not only are speeders detected but that generally the speed of vehicles is reduced, only to increase when a CSW session ends.

Now with the Speed Indication Device (SID) operating it is now possible to analyse the data to confirm what has previously been believed. Some recent data is shown below that allows comparison of vehicle speeds when CSW is operating or not.

Comparative figures for vehicles travelling north to south on Houghton Road for two consecutive Mondays are shown below.

Day	Date	Nos of vehicles	Average speed	Av 85%ile speed
Monday	23/06/25: 10-11	137	29.0 mph	33.9 mph
Monday	30/06/25 10-11	119	24.8 mph	29.1 mph

Note the drop in average speeds when CSW is in operation

Red indicates when CSW was operating

Day/Date	Time	Nos of vehicles	Average speed	Av 85%ile speed
23/06/25	0900-1000	131	29.1 mph	33.8 mph
23/06/25	1000-1100	137	29.0 mph	33.9 mph
23/06/25	1100-1200	127	28.5 mph	34.1 mph
30/06/25	0900-1000	165	28.2 mph	33.1 mph
30/06/25	1000-1100	119	24.8 mph	29.1 mph
30/06/25	1100-1200	116	28.0 mph	34.0 mph

Note the increase in speeds either side of CSW operation

CGS (10/07/2025)

Document SR0725**Schedule of Payments to be Authorised July 2025**

Payee	Details	Gross Amount
Salaries/Pensions/PAYE/NI x 2 employees	July Salary	£ 1,382.52
Sarah Kyle	Reimbursements	£ 33.00
Robert Gordon	Audit	£ 120.00
CALC	Community Planning Training	£ 60.00
Sovereign	Linstock Play Equipment	£ 17,879.88
Houghton Village Hall	HVH Playdays	£ 336.00
Clauran Landscapes	Grass Cutting	£ 912.00
Unity Bank	Service charge	£ 6.00
		£ 20,729.40

Bank Reconciliation

Cash Book	Balance at 01.04.2025	£50,227.22
	Receipts to 30.06.2025	£51,640.76
		£101,867.98
	Expenditure to 30.06.2025	£19,822.38
	Cash book balance 30.06.2025	£82,045.60
Represented by:	Current A/C (Unity)	£994.07
	Savings A/C (Unity)	£81,051.53
	Balance at bank 30.06.2025	£82,045.60

Cllr 1 Signature:

Cllr 2 Signature:

EXPENDITURE	Budget								
<u>Administration</u>	<u>2025/26</u>	April	May	June	1st Quarter	Total to Date	Budget Remaining	% Spend	Actual end 2024/25
Employees	£ 17,971	£1,405.52	£691.68	£2,111.16	£ 4,208.36	£ 4,208.36	£ 13,762.64	23%	£ 21,930.05
Audit - Commission	£ 315				£ -	£ -	£ 315.00	0%	£ 315.00
Audit - Internal	£ 200		£165.00		£ 165.00	£ 165.00	£ 35.00	83%	£ 100.00
Telephone	£ 72	£ 6.00	£ 6.00	£ 6.00	£ 18.00	£ 18.00	£ 54.00	25%	£ 72.00
Insurances - Council	£ 975		£1,121.78		£ 1,121.78	£ 1,121.78	-£ 146.78	115%	£ 929.33
Subscriptions	£ 1,300		£757.86		£ 757.86	£ 757.86	£ 542.14	58%	£ -
Training	£ 120				£ -	£ -	£ 120.00	0%	£ -
Website hosting and maintenance	£ 90				£ -	£ -	£ 90.00	0%	£ -
Misc Admin & Stationary	£ 1,460	£ 16.00	£ 536.38	£ 534.33	£ 1,086.71	£ 1,086.71	£ 373.29	74%	£ 2,433.06
Contingency					£ -	£ -	£ -		
<u>Grants</u>					£ -	£ -	£ -		
Section 137 - Other Bodies	£ -				£ -	£ -	£ -		£ -
Grants to other organisations	£ 2,500		£185.00		£ 185.00	£ 185.00	£ 2,315.00	7%	£ -
Crosby Magazine grant	£ -				£ -	£ -	£ -		£ 6,000.00
Village Fairs	£ -						£ -		£ -
Repayment of Grants	£ -				£ -	£ -	£ -		£ -
<u>Parish Council Services</u>					£ -	£ -	£ -		
Grass cutting & Greens Maint.	£ 9,500		£1,185.00	£460.00	£ 1,645.00	£ 1,645.00	£ 7,855.00	17%	£ 3,612.50
General Maintenance	£ 500	£988.00	£74.98		£ 1,062.98	£ 1,062.98	-£ 562.98	213%	£ 6,822.99
Drainage	£ 17,525			£7,525.00	£ 7,525.00				
Tree Maintenance	£ 1,200				£ -				
Playground Inspections	£ 840				£ -	£ -	£ 840.00	0%	£ 424.90
Emergency Planning	£ -				£ -	£ -	£ -		£ -
<u>Projects</u>					£ -	£ -	£ -		
Allocated projects brought forward	£ -				£ -	£ -	£ -		£ -
Linstock Play Area	£ 15,633				£ -	£ -	£ 15,633.36	0%	£ -
Contingency Project	£ 1,500								
SPAA Summer Scheme	£ 1,100				£ -	£ -	£ 1,100.00	0%	£ 13,207.31
Houghton Wildlife Group	£ 1,880					£ -	£ 1,880.00		£ -
VAT (To be reclaimed)			£351.58	£1,695.11	£ 2,046.69	£ 2,046.69	-£ 2,046.69		£ 5,185.86
TOTAL EXPENDITURE	£ 74,681	£ 2,415.52	£ 5,075.26	£ 12,331.60	£ 19,822.38	£ 12,297	£ 62,383.98	16%	£ 61,033.00
							£ -		
Precept	£ 51,150	£ 51,150.00			£ 51,150.00	£ 51,150.00	£ -	100%	£ 46,500.00
Grants	£ 15,000				£ -	£ -	£ 15,000.00	0%	£ 850.00
Bank Interest	£ 1,800			£ 490.76	£ 490.76	£ 490.76	£ 1,309.24	27%	£ 21.32
CPCA Grants to be repaid	£ -				£ -	£ -	£ -		£ 3,480.00
VAT (reclaimed)	£ 2,543				£ -	£ 2,046.69	£ 495.89		£ 2,774.43
Misc Other Income	£ -				£ -	£ -	£ -		£ 68.05
TOTAL INCOME	£ 70,493	£ 51,150.00	£ -	£ 490.76	£ 51,640.76	£ 53,687.45	£ 16,805.13		£ 53,693.80