

**BROUGHAM PARISH COUNCIL**

4 Chapel Lodge, Gaisgill, Penrith, CA10 3DN

Clerk: Naomi Callaghan

Email: clerk@broughamparishcouncil.co.uk

There will be an Ordinary Meeting of the Parish Council held immediately after the Parish Annual Meeting on Friday 16<sup>th</sup> May at Brougham Hall Farm.

**AGENDA**

1	<b>Previous Meeting Minutes</b> To authorise the Chairman to sign the Minutes of the meeting held on 11 <sup>th</sup> of March as a true record.																																
2	<b>Declaration of Interests</b> To enable councillors to declare personal interests in matters on the agenda																																
3	<b>Financial Matters</b> <b>3.1.</b> To discuss update on transfer from HSBC to Unity Bank. <b>3.2.</b> To note and sign banking reconciliations. <b>3.3.</b> To note authorise necessary payments <table><tr><th>Date</th><th>Payee</th><th>Budget Head</th><th>Amount</th></tr><tr><td>31/03/2025</td><td>N. Callaghan</td><td>Clerk Salary</td><td>£157.82</td></tr><tr><td>30/04/2025</td><td>N. Callaghan</td><td>Clerk Salary</td><td>£139.62</td></tr><tr><td>16/05/2025</td><td>G. Rigg</td><td>Misc</td><td>£29.99</td></tr><tr><td>16/05/2025</td><td>R. Kelly</td><td>Internal Audit</td><td>£75.00</td></tr><tr><td>16/05/2025</td><td>Zurich</td><td>Insurance</td><td>£84.00</td></tr><tr><td>28/05/2025</td><td>N. Callahan</td><td>Clerk Salary</td><td>£139.62</td></tr><tr><td>28/05/2025</td><td>HMRC</td><td>Clerk Salary</td><td>£69.60</td></tr></table> <b>3.5.</b> To note precept <b>£5,000.00</b> received into account on 24.04.25. <b>Current balance of BPC Bank Account: £9.357.25</b>	Date	Payee	Budget Head	Amount	31/03/2025	N. Callaghan	Clerk Salary	£157.82	30/04/2025	N. Callaghan	Clerk Salary	£139.62	16/05/2025	G. Rigg	Misc	£29.99	16/05/2025	R. Kelly	Internal Audit	£75.00	16/05/2025	Zurich	Insurance	£84.00	28/05/2025	N. Callahan	Clerk Salary	£139.62	28/05/2025	HMRC	Clerk Salary	£69.60
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4	<b>AGAR 2025-2026</b> <b>4.1.</b> To receive and approve the Internal Auditors statement and report. <b>4.2.</b> To receive and sign the AGAR Governance Statement <b>4.3.</b> To receive and sign the AGAR Accounting Statement <b>4.4.</b> To receive and sign the AGAR Certificate of Exemption																																
5	<b>Planning Matters</b> <u>2024/2194/OPA</u> - Land off Cliburn Road Cliburn Penrith <u>2025/0812/REG77</u> – Keepers Cottage, Brougham																																
6	<b>Highways, Footpaths &amp; Parish Issues</b> <b>8.1:</b> Highways Issues <b>8.2</b> A66 – update <b>8.3</b> Defib – monthly checks/training																																
7	<b>Correspondence</b> To note any correspondence received.																																
8	<b>Next Meeting Date</b> To agree the date and venue for the next meeting.																																